

**FREDERICKSBURG SEWER AND WATER AUTHORITY
MEETING AGENDA
December 4, 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

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

Executive Session

ADJOURNMENT

**FREDERICKSBURG SEWER & WATER AUTHORITY
MEETING MINUTES
November 6, 2023**

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

ROLL CALL

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

COMMENTS/COMPLAINTS

None

MEETING MINUTES

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

TREASURER'S REPORT

Bills Payables - The payables for October 13, 2023 through November 1, 2023 were presented to the Board for approval to be paid in the amount of \$117,277.92 from the Sewer Fund and 429,336.52 from the Water Fund. Mr. Martel made a motion to pay the bills as presented in the payables report. Mr. Demler 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 MANAGER'S REPORT

Mrs. Martel made a motion to approve of accepting the renewal of our current insurance plan (Silver PPO 5000), to change the HRA reimbursement to remove reimbursement for employee copays, and to increase the cost to employee to cover family member's premium to 30%. Mr. Demler seconded the motion and the Board voted in favor of the motion.

OPERATION'S REPORT

Mr. Demler made a motion to approve the purchase of impellers and wear plates for pumps 2 and 3 from Gorman Rupp at a cost of \$9,275.92. Mr. Rudy seconded the motion and the Board voted in favor of the motion.

ENGINEER'S REPORT

At the October 16, 2023 meeting Mr. Steckbeck reported that he anticipated a summer of 2025 startup for the Water Filtration project.

SOLICITOR'S REPORT

Solicitor was absent

OLD BUSINESS

None

NEW BUSINESS

There will be a Christmas party on December 18, 2023 at the Eagle Hotel.

COMMITTEE REPORTS**Budget Committee**

None

Building Committee

None

Operations Committee

None

Personnel Committee

None

COMMENTS/COMPLAINTS

None

ADJOURNMENT

Mr. Rudy 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 7:34 pm

Respectfully submitted,

Lori A. Poorman

Office Manager/Secretary/Treasurer

Check Detail - Sewer Fund

November 2 - 30, 2023

Type	Num	Date	Name	Account	Paid Amount
Check		10/14/2023		100.06 · FULTON SEWER CHECKING	
				429.92 · BANK SERVICE CHARGES	-474.72
Check	EFT	11/21/2023	UGI Utilities Inc.	100.06 · FULTON SEWER CHECKING	
				429.366 · 100 101 080 313-office	-0.58
General Journal	5245	10/16/2023		100.06 · FULTON SEWER CHECKING	
				429.14 · Salaries - Staff	-6,318.93
				481.161 · Fica	-388.78
				481.163 · Medicare	-90.93
				481.165 · PMAA UC Fund	-1.84
				429.151 · Health	64.28
TOTAL					-6,736.20
General Journal	5246	11/01/2023		100.06 · FULTON SEWER CHECKING	
				429.12 · Salaries - Board Of Directors	-125.00
				429.14 · Salaries - Staff	-6,234.18
				481.161 · Fica	-390.00
				481.163 · Medicare	-91.21
				481.165 · PMAA UC Fund	-1.84
				429.151 · Health	64.28
TOTAL					-6,777.95
General Journal	5247	11/13/2023		100.06 · FULTON SEWER CHECKING	
				429.12 · Salaries - Board Of Directors	-141.00
				429.14 · Salaries - Staff	-6,108.13
				481.161 · Fica	-378.18
				481.163 · Medicare	-88.45
				481.165 · PMAA UC Fund	-1.84
				429.151 · Health	64.28
TOTAL					-6,653.32
General Journal	5248	11/27/2023		100.06 · FULTON SEWER CHECKING	
				429.14 · Salaries - Staff	-6,415.67
				481.161 · Fica	-388.79
				481.163 · Medicare	-90.93
				481.165 · PMAA UC Fund	-1.84
				429.151 · Health	64.28
TOTAL					-6,832.95
General Journal	5358	11/01/2023		100.06 · FULTON SEWER CHECKING	

Check Detail - Sewer Fund

November 2 - 30, 2023

TOTAL	General Journal	5360	11/01/2023		472.07 · Principal Mv Pv Loan 27719	-13,534.78
					471.07 · Interest Mv Pv Loan 27719	-2,007.10
						-15,541.88
TOTAL					100.06 · FULTON SEWER CHECKING	
	Bill	8154	10/12/2023	D.E. Richard Garage, Inc.	471.13 · Interest Sf Pv Loan 71386	-13,669.15
	Bill	51666	09/07/2023		472.13 · Principal Sf Pv Loan 71386	-43,876.39
						-57,545.54
TOTAL					100.06 · FULTON SEWER CHECKING	
	Bill	8155	10/12/2023	Dempsey Uniform & Linen Supply	429.225 · Other Supplies	-10.00
	Bill	18231965	10/09/2023			-10.00
	Bill	8156	10/12/2023	Dustin Keller	100.06 · FULTON SEWER CHECKING	
	Bill	dental	10/06/2023		429.153 · Dental HRA	-119.00
						-119.00
TOTAL					100.06 · FULTON SEWER CHECKING	
	Bill	8157	10/12/2023	JG Specialty Chemicals, LLC	429.221 · Chemicals	-3,839.52
	Bill	82303	09/07/2023			
	Bill	8159	10/12/2023	Zimmerman LLC	100.06 · FULTON SEWER CHECKING	
	Bill	271138	10/04/2023		429.225 · Other Supplies	-106.50
	Bill	271202	10/05/2023		429.225 · Other Supplies	-26.63
						-133.13
TOTAL					100.06 · FULTON SEWER CHECKING	
	Bill	8160	10/12/2023	Sattazahn Refuse Removal	429.252 · Contracted Svc.-Ehrlich, garba	-35.00
	Bill	49440	09/29/2023			
	Bill	8161	10/12/2023	Swatara Township	100.06 · FULTON SEWER CHECKING	
	Bill	cc reimbursement	10/05/2023		364.126 · Debt Service	-69.00
	Bill	Deposit Reimb	10/05/2023		364.125 · Sewer Charges	-96.25
	Bill	reimbursement	10/06/2023		364.126 · Debt Service	-34.50
	Bill	cc reimbursement	10/10/2023		364.125 · Sewer Charges	-48.30
	Bill	ach reimbursement	10/10/2023		364.126 · Debt Service	-69.00
	Bill	cc reimbursement	10/11/2023		364.125 · Sewer Charges	-96.25
	Bill				364.126 · Debt Service	-6.75
	Bill				364.125 · Sewer Charges	-9.45
	Bill				364.126 · Debt Service	-897.00
	Bill				364.125 · Sewer Charges	-1,251.25
	Bill				364.126 · Debt Service	-69.00
	Bill				364.125 · Sewer Charges	-96.25

Check Detail - Sewer Fund

November 2 - 30, 2023

TOTAL	Bill Pmt -Check	8162	10/19/2023	Capital Blue Cross	100.06 · FULTON SEWER CHECKING	-2,743.00
	Bill	232890008052	10/16/2023		429.151 · Health	
	Bill Pmt -Check	8163	10/19/2023	Dempsey Uniform & Linen Supply	100.06 · FULTON SEWER CHECKING	-2,785.91
	Bill	18239225	10/16/2023		429.224 · Uniform Expense	
	Bill Pmt -Check	8164	10/19/2023	Entech Engineering	100.06 · FULTON SEWER CHECKING	-32.18
	Bill	0087230	10/13/2023		361.32 · Engineering Review Fees	
	Bill Pmt -Check	8165	10/19/2023	Guardian	100.06 · FULTON SEWER CHECKING	-217.50
	Bill	00 775223	10/17/2023		429.154 · Life and STD	
	Bill Pmt -Check	8166	10/19/2023	Hach Company	100.06 · FULTON SEWER CHECKING	-73.40
	Bill	13775746	10/11/2023		429.221 · Chemicals	
	Bill Pmt -Check	8167	10/19/2023	Keystone Collections Group	100.06 · FULTON SEWER CHECKING	-34.97
	Bill	school real estate	10/04/2023		429.43 · TAXES	
	Bill Pmt -Check	8168	10/19/2023	Lori Poorman	100.06 · FULTON SEWER CHECKING	-634.42
	Bill	dental	10/19/2023		429.153 · Dental HRA	
	Bill Pmt -Check	8169	10/19/2023	Met-Ed	100.06 · FULTON SEWER CHECKING	-138.00
	Bill	100 017 407 220	09/28/2023		429.361 · 100 017 407 220-Old Plant	
	Bill Pmt -Check	8170	10/19/2023	Pointsolve Technology, Inc.	100.06 · FULTON SEWER CHECKING	-28.49
	Bill	32113	10/01/2023		429.212 · Office Equipment Maint & Repair	
					429.214 · Ops Equip Maint & Repair-Comput	-12.50
	Bill	32335	10/01/2023		429.212 · Office Equipment Maint & Repair	-31.25
					429.212 · Office Equipment Maint & Repair	-24.00
	Bill	32344	10/01/2023		429.214 · Ops Equip Maint & Repair-Comput	-24.00
					429.212 · Office Equipment Maint & Repair	-4.00
	Bill	32354	10/01/2023		429.214 · Ops Equip Maint & Repair-Comput	-6.00
					429.212 · Office Equipment Maint & Repair	-33.75
					429.214 · Ops Equip Maint & Repair-Comput	-33.75
TOTAL	Bill Pmt -Check	8171	10/19/2023	Suburban Testing Labs	100.06 · FULTON SEWER CHECKING	-169.25
	Bill	P3002427	10/01/2023		429.222 · Lab Samples	
	Bill Pmt -Check	8172	10/19/2023	Swatara Township	100.06 · FULTON SEWER CHECKING	-2,434.00
	Bill	cc reimbursement	10/13/2023		364.126 · Debt Service	
					364.125 · Sewer Charges	-69.00
						-96.25
TOTAL	Bill Pmt -Check	8173	10/19/2023	Waste Management	100.06 · FULTON SEWER CHECKING	-165.25
	Bill	5852408-0061-5	10/02/2023		429.223 · Sludge Removal	
	Bill Pmt -Check	8174	10/19/2023	Met-Ed	100.06 · FULTON SEWER CHECKING	-6,292.27

Check Detail - Sewer Fund

November 2 - 30, 2023

Bill	100 017 406 222	09/28/2023		429.362 · 100 017 406 222-E. Main PS	-214.24
Bill Pmt -Check	8175	10/19/2023	Met-Ed	100.06 · FULTON SEWER CHECKING	
Bill	100 017 435 031	09/28/2023		429.363 · 100 017 439 959-Richard Hills P	-129.43
Bill Pmt -Check	8176	10/19/2023	Met-Ed	100.06 · FULTON SEWER CHECKING	
Bill	100 100 740 636	09/28/2023		429.369 · 100 100 740 636-WWTP	-6,707.40
Bill Pmt -Check	8177	10/19/2023	Met-Ed	100.06 · FULTON SEWER CHECKING	
Bill	100 017 592 336	09/28/2023		429.364 · 100 017 592 336-Lickdale Rd PS	-43.36
Bill Pmt -Check	8178	10/19/2023	Met-Ed	100.06 · FULTON SEWER CHECKING	
Bill	100 101 080 339	09/28/2023		429.367 · 100 101 080 339-Garage	-20.31
Bill Pmt -Check	8179	10/19/2023	Met-Ed	100.06 · FULTON SEWER CHECKING	
Bill	100 101 080 313	09/28/2023		429.366 · 100 101 080 313-office	-49.53
Bill Pmt -Check	8180	10/19/2023	Met-Ed	100.06 · FULTON SEWER CHECKING	
Bill	100 060 490 727	09/28/2023		429.368 · 100 060 490 727-MV WWTP	-2,514.55
Bill Pmt -Check	8181	10/19/2023	Met-Ed	100.06 · FULTON SEWER CHECKING	
Bill	100 060 427 687	09/28/2023		429.365 · 100 060 427 687-Little Mtn PS	-161.89
Bill Pmt -Check	8182	10/19/2023	Hackman Fire Equipment, Inc.	100.06 · FULTON SEWER CHECKING	
Bill	20246	10/02/2023		429.253 · Contracted Svc.-Operations	-175.63
Bill Pmt -Check	8183	10/26/2023	Amazon Capital Services	100.06 · FULTON SEWER CHECKING	
Bill	1P6V-MDYN-GRD4	10/06/2023		429.225 · Other Supplies	-19.98
Bill Pmt -Check	8184	10/26/2023	Bowman's Ins. Group	100.06 · FULTON SEWER CHECKING	
Bill	695	09/01/2023		429.353 · Bowman's- Property, Liab, etc	-4,363.26
Bill Pmt -Check	8185	10/26/2023	Comcast	100.06 · FULTON SEWER CHECKING	
Bill	8993 11 235 0031923	10/12/2023		429.325 · Operations Internet & Phone	-200.86
Bill Pmt -Check	8186	10/26/2023	Dempsey Uniform & Linen Supply	100.06 · FULTON SEWER CHECKING	
Bill	18246725	10/23/2023		429.224 · Uniform Expense	-32.43
Bill Pmt -Check	8187	10/26/2023	Fulton Bank Visa	100.06 · FULTON SEWER CHECKING	
Bill	2458	10/10/2023		429.211 · Office Supplies	-147.20
				429.224 · Uniform Expense	-119.99
				429.225 · Other Supplies	-29.75
TOTAL					-296.94
Bill Pmt -Check	8188	10/26/2023	PA Turnpike Toll by Plate	100.06 · FULTON SEWER CHECKING	
Bill	129073198-1	10/16/2023		429.16 · TRAINING & CONFERENCES	-73.20
Bill Pmt -Check	8189	10/26/2023	Pointsolve Technology, Inc.	100.06 · FULTON SEWER CHECKING	
Bill	32239	10/01/2023		429.212 · Office Equipment Maint & Repair	-92.50
				429.214 · Ops Equip Maint & Repair-Comput	-92.50
TOTAL					-185.00

Check Detail - Sewer Fund

November 2 - 30, 2023

Bill Pmt -Check	8190	10/26/2023	Steckbeck Engineering & Surveying, Inc.	100.06 · FULTON SEWER CHECKING	-680.75
	1578	10/02/2023		429.315 · Engineering	-498.75
	1576	10/02/2023		429.315 · Engineering	-1,179.50
TOTAL					
Bill Pmt -Check	8191	10/26/2023	Swatara Township	100.06 · FULTON SEWER CHECKING	-207.00
	cc reimbursement	10/25/2023		364.126 · Debt Service	-288.75
				364.125 · Sewer Charges	-495.75
TOTAL					
Bill Pmt -Check	8192	10/26/2023	UGI Utilities Inc.	100.06 · FULTON SEWER CHECKING	-16.10
		10/16/2023		429.366 · 100 101 080 313-office	
	8193	11/01/2023	Amazon Capital Services	100.06 · FULTON SEWER CHECKING	-104.55
Bill Pmt -Check	H76G	10/10/2023		429.225 · Other Supplies	
	8194	11/01/2023	Comcast	100.06 · FULTON SEWER CHECKING	-148.97
	8993 11 235 0031055	10/18/2023		429.324 · Admin Internet & Phone	
Bill Pmt -Check	8195	11/01/2023	Dempsey Uniform & Linen Supply	100.06 · FULTON SEWER CHECKING	-33.73
	18253898	10/30/2023		429.224 · Uniform Expense	
	8196	11/01/2023	Doceo	100.06 · FULTON SEWER CHECKING	-21.26
Bill Pmt -Check	317035	10/24/2023		429.212 · Office Equipment Maint & Repair	
	8197	11/01/2023	J.C. Ehrlich Inc.	100.06 · FULTON SEWER CHECKING	-42.17
	1340155	10/24/2023		429.252 · Contracted Svc.-Ehrlich, garba	
Bill Pmt -Check	8198	11/01/2023	Jonestown Ag Supply	100.06 · FULTON SEWER CHECKING	-55.60
	1452407	10/03/2023		429.254 · Equipment-Operations	-1.95
	1453190	10/09/2023		429.225 · Other Supplies	-11.27
Bill Pmt -Check	1454996	10/23/2023		429.26 · SMALL TOOLS & MINOR EQUIPMENT	-9.60
	1455083	10/24/2023		429.26 · SMALL TOOLS & MINOR EQUIPMENT	-22.00
	1455343	10/26/2023		429.225 · Other Supplies	-9.79
Bill Pmt -Check	1455807	10/30/2023		429.225 · Other Supplies	-2.25
	14565946	10/31/2023		429.225 · Other Supplies	-12.43
	1455992	10/31/2023		429.225 · Other Supplies	-38.52
	145923	10/31/2023		429.225 · Other Supplies	-163.41
TOTAL					
Bill Pmt -Check	8199	11/01/2023	Jono Hardware	100.06 · FULTON SEWER CHECKING	-58.79
	145158-1	10/26/2023		429.251 · Supplies-Operations	
	8200	11/01/2023	LEAF	100.06 · FULTON SEWER CHECKING	-53.71
Bill Pmt -Check	15499562	10/22/2023		429.213 · Equipment Lease	
	8201	11/01/2023	Verizon Wireless	100.06 · FULTON SEWER CHECKING	

Check Detail - Sewer Fund

November 2 - 30, 2023

Bill	9947496278	10/23/2023	429.320 · Operations Mobile Phone Service	-164.76
Bill Pmt -Check	8202	11/09/2023	100.06 · FULTON SEWER CHECKING	
Bill	QYF7	09/08/2023	429.225 · Other Supplies	-41.24
Bill Pmt -Check	8203	11/09/2023	100.06 · FULTON SEWER CHECKING	
Bill	4764	10/27/2023	429.332 · Fuel	-1,052.04
Bill Pmt -Check	8205	11/09/2023	100.06 · FULTON SEWER CHECKING	
Bill	121-015339	10/30/2023	429.331 · Vehicles Repair & Maintenance	-11.46
Bill Pmt -Check	8206	11/09/2023	100.06 · FULTON SEWER CHECKING	
Bill	8084	10/27/2023	429.251 · Supplies-Operations	-170.00
Bill Pmt -Check	8207	11/09/2023	100.06 · FULTON SEWER CHECKING	
Bill	49772	10/29/2023	429.252 · Contracted Svc.-Ehrlich, garba	-35.00
Bill Pmt -Check	8208	11/09/2023	100.06 · FULTON SEWER CHECKING	
Bill	cc reimbursement	11/02/2023	364.126 · Debt Service	-69.00
			364.125 · Sewer Charges	-96.25
TOTAL				-165.25
Bill Pmt -Check	8209	11/16/2023	100.06 · FULTON SEWER CHECKING	
Bill	T16Q	10/30/2023	429.26 · SMALL TOOLS & MINOR EQUIPMENT	-113.97
Bill Pmt -Check	8210	11/16/2023	100.06 · FULTON SEWER CHECKING	
Bill	233190011276	11/15/2023	429.151 · Health	-2,888.50
Bill Pmt -Check	8211	11/16/2023	100.06 · FULTON SEWER CHECKING	
Bill	315296	11/14/2023	429.369 · 100 100 740 636-VWTP	-867.95
Bill Pmt -Check	8212	11/16/2023	100.06 · FULTON SEWER CHECKING	
Bill	18261336	11/06/2023	429.224 · Uniform Expense	-33.08
Bill	18268553	11/13/2023	429.224 · Uniform Expense	-33.08
TOTAL				-66.16
Bill Pmt -Check	8213	11/16/2023	100.06 · FULTON SEWER CHECKING	
Bill	22736	11/01/2023	429.312 · Computer Consulting / VUB	-435.00
Bill Pmt -Check	8214	11/16/2023	100.06 · FULTON SEWER CHECKING	
Bill	0087564	11/09/2023	361.32 · Engineering Review Fees	-248.75
Bill Pmt -Check	8215	11/16/2023	100.06 · FULTON SEWER CHECKING	
Bill	1050	11/10/2023	429.366 · 100 101 080 313-office	-232.63
Bill Pmt -Check	8216	11/16/2023	100.06 · FULTON SEWER CHECKING	
Bill	00 775223	11/14/2023	429.154 · Life and STD	-73.40
Bill Pmt -Check	8217	11/16/2023	100.06 · FULTON SEWER CHECKING	
Bill	82353	10/25/2023	429.221 · Chemicals	-4,699.24
Bill Pmt -Check	8218	11/16/2023	100.06 · FULTON SEWER CHECKING	

Check Detail - Sewer Fund

November 2 - 30, 2023

Bill	7939	11/01/2023	429.42 · DUES, MEMBERSHIP & SUBSCRIPTION	-111.50
Bill	8219	11/16/2023	100.06 · FULTON SEWER CHECKING	
Bill	32643	11/01/2023	429.212 · Office Equipment Maint & Repair	-36.77
			429.214 · Ops Equip Maint & Repair-Comput	-36.78
Bill	32594	11/01/2023	429.212 · Office Equipment Maint & Repair	-12.50
			429.214 · Ops Equip Maint & Repair-Comput	-31.25
Bill	32526	11/01/2023	429.212 · Office Equipment Maint & Repair	-92.50
			429.214 · Ops Equip Maint & Repair-Comput	-92.50
TOTAL				-302.30
Bill	8220	11/16/2023	100.06 · FULTON SEWER CHECKING	
Bill	1023010	10/19/2023	429.221 · Chemicals	-3,330.00
Bill	8221	11/16/2023	100.06 · FULTON SEWER CHECKING	
Bill	reimbursement	11/09/2023	364.126 · Debt Service	-207.00
			364.125 · Sewer Charges	-288.75
TOTAL				-495.75
Bill	8222	11/16/2023	100.06 · FULTON SEWER CHECKING	
Bill	2458	11/08/2023	429.211 · Office Supplies	-223.71
			429.225 · Other Supplies	-241.32
			429.99 · MISCELLANEOUS	-3.16
TOTAL				-468.19
Bill	8234	11/21/2023	100.06 · FULTON SEWER CHECKING	
Bill	1FK1	11/07/2023	429.225 · Other Supplies	-33.79
Bill	8235	11/21/2023	100.06 · FULTON SEWER CHECKING	
Bill	8993 11 235 0031923	11/12/2023	429.325 · Operations Internet & Phone	-89.94
Bill	8236	11/21/2023	100.06 · FULTON SEWER CHECKING	
Bill	321261	11/13/2023	429.212 · Office Equipment Maint & Repair	-6.30
Bill	8237	11/21/2023	100.06 · FULTON SEWER CHECKING	
Bill	75678	11/10/2023	429.286 · FSWA Lane/Greble Road	-9,631.06
Bill	8238	11/21/2023	100.06 · FULTON SEWER CHECKING	
Bill	100 060 490 727	10/25/2023	429.368 · 100 060 490 727-MV WWTP	-2,390.69
Bill	8239	11/21/2023	100.06 · FULTON SEWER CHECKING	
Bill	2023	09/21/2022	429.17 · PENSION	-10,755.00
Bill	8240	11/21/2023	100.06 · FULTON SEWER CHECKING	
Bill	medical	11/21/2023	429.152 · Medical HRA	-2,453.30
Bill	8241	11/21/2023	100.06 · FULTON SEWER CHECKING	
Bill	32614	11/01/2023	429.212 · Office Equipment Maint & Repair	-16.00

Check Detail - Sewer Fund

November 2 - 30, 2023

Bill	32624	11/01/2023			429.214 · Ops Equip Maint & Repair-Comput	-32.00
					429.212 · Office Equipment Maint & Repair	-4.00
					429.214 · Ops Equip Maint & Repair-Comput	-6.00
TOTAL						-58.00
Bill	8242	11/21/2023		Suburban Testing Labs	100.06 · FULTON SEWER CHECKING	
Bill	P3002760	10/31/2023			429.222 · Lab Samples	-2,532.00
Bill	8243	11/21/2023		Waste Management	100.06 · FULTON SEWER CHECKING	
Bill	5857254-0061-8	11/01/2023			429.223 · Sludge Removal	-8,308.62
Bill	8244	11/21/2023		Met-Ed	100.06 · FULTON SEWER CHECKING	
Bill	100 060 427 687	10/25/2023			429.365 · 100 060 427 687-Little Mtn PS	-196.60
Bill	8245	11/21/2023		Met-Ed	100.06 · FULTON SEWER CHECKING	
Bill	100 100 740 636	10/25/2023			429.369 · 100 100 740 636-VWTP	-6,614.78
Bill	8246	11/21/2023		Met-Ed	100.06 · FULTON SEWER CHECKING	
Bill	100 017 592 336	10/25/2023			429.364 · 100 017 592 336-Lickdale Rd PS	-43.47
Bill	8247	11/21/2023		Met-Ed	100.06 · FULTON SEWER CHECKING	
Bill	100 017 407 220	10/25/2023			429.361 · 100 017 407 220-Old Plant	-28.58
Bill	8248	11/21/2023		Met-Ed	100.06 · FULTON SEWER CHECKING	
Bill	100 017 406 222	10/25/2023			429.362 · 100 017 406 222-E. Main PS	-229.13
Bill	8249	11/21/2023		Met-Ed	100.06 · FULTON SEWER CHECKING	
Bill	100 101 080 339	10/26/2023			429.367 · 100 101 080 339-Garage	-19.47
Bill	8250	11/21/2023		Met-Ed	100.06 · FULTON SEWER CHECKING	
Bill	100 101 080 313	10/26/2023			429.366 · 100 101 080 313-office	-53.64
Bill	8251	11/21/2023		Met-Ed	100.06 · FULTON SEWER CHECKING	
Bill	100 017 439 959	10/26/2023			429.363 · 100 017 439 959-Richard Hills P	-207.59
Bill	8252	11/21/2023		Jonathan Akers	100.06 · FULTON SEWER CHECKING	
Bill	reimbursement	11/17/2023			364.126 · Debt Service	-75.90
					364.125 · Sewer Charges	-48.13
TOTAL						-124.03
Bill	8253	11/30/2023		Comcast	100.06 · FULTON SEWER CHECKING	
Bill	8993 11 235 0031055	11/18/2023			429.324 · Admin Internet & Phone	-149.09
Bill	8254	11/30/2023		Dempsey Uniform & Linen Supply	100.06 · FULTON SEWER CHECKING	
Bill	18275973	11/20/2023			429.224 · Uniform Expense	-33.08
Bill	8255	11/30/2023		Jonestown Ag Supply	100.06 · FULTON SEWER CHECKING	
Bill	1456129	11/01/2023			429.225 · Other Supplies	-4.79
Bill	1456112	11/01/2023			429.225 · Other Supplies	-5.58
Bill	1456943	11/08/2023			429.225 · Other Supplies	-12.85

Check Detail - Sewer Fund

November 2 - 30, 2023

Bill	1457856	11/15/2023		429.225 · Other Supplies	-26.98
Bill	1458465	11/21/2023		429.225 · Other Supplies	-68.69
Bill	1459284	11/29/2023		429.225 · Other Supplies	-27.98
TOTAL					-146.87
Bill Pmt -Check	8256	11/30/2023	LEAF	100.06 · FULTON SEWER CHECKING	
Bill	15659250	11/28/2023		429.213 · Equipment Lease	-53.71
Bill Pmt -Check	8257	11/30/2023	Litzenberger Liquid Hauling	100.06 · FULTON SEWER CHECKING	
Bill	23-520	10/05/2023		429.223 · Sludge Removal	-661.50
Bill Pmt -Check	8258	11/30/2023	PA Rural Water	100.06 · FULTON SEWER CHECKING	
Bill	75556	11/15/2023		429.42 · DUES, MEMBERSHIP & SUBSCRIPTION	-264.50
TOTAL					(199,043.14)

Check Detail - Water Fund

November 2 - 30, 2023

Type	Num	Date	Name	Account	Paid Amount
Check	EFT	11/21/2023	UGI Utilities, Inc.	100.06 · FULTON WATER CHECKING ACCOUNT 448.367 · 100 101 080 313-office	-0.58
General Journal	1876	11/13/2023		100.06 · FULTON WATER CHECKING ACCOUNT 448.12 · Salaries - Board Of Directors 448.14 · Salaries - Staff 481.161 · Fica 481.163 · Medicare 481.165 · PMAA UC Fund 448.151 · Health	-141.00 -5,937.93 -378.18 -88.44 -1.83 64.28
TOTAL				100.06 · FULTON WATER CHECKING ACCOUNT 448.14 · Salaries - Staff 481.161 · Fica 481.163 · Medicare 481.165 · PMAA UC Fund 448.151 · Health	-6,483.10 -6,254.45 -388.79 -90.93 -1.83 64.28 -6,671.72
Bill Pmt -Check	7459	11/09/2023	Amazon Capital Services	100.06 · FULTON WATER CHECKING ACCOUNT 448.225 · Other Supplies	-41.24
Bill	QYF7	09/08/2023			
Bill Pmt -Check	7460	11/09/2023	Fisher Auto Parts, Inc.	100.06 · FULTON WATER CHECKING ACCOUNT 448.331 · Vehicles Repair & Maintenance	-12.86
Bill	121.015400	10/31/2023			
Bill Pmt -Check	7461	11/09/2023	Sattazahn Refuse Removal	100.06 · FULTON WATER CHECKING ACCOUNT 448.253 · Contracted Svs-Operations	-35.00
Bill	49772	10/29/2023			
Bill Pmt -Check	7462	11/09/2023	Bethel Township	100.06 · FULTON WATER CHECKING ACCOUNT 448.332 · Fuel	-1,052.04
Bill	4764	10/27/2023			
Bill Pmt -Check	7463	11/09/2023	Home Depot Credit Services	100.06 · FULTON WATER CHECKING ACCOUNT 448.786 · Other	-8.00
Bill		09/28/2023			
Bill Pmt -Check	7464	11/16/2023	Amazon Capital Services	100.06 · FULTON WATER CHECKING ACCOUNT 448.26 · SMALL TOOLS & MINOR EQUIPMENT	-113.96
Bill	T16Q	10/30/2023			
Bill Pmt -Check	7465	11/16/2023	Capital Blue Cross	100.06 · FULTON WATER CHECKING ACCOUNT 448.151 · Health	-2,888.49
Bill	233190011276	11/15/2023			
Bill Pmt -Check	7466	11/16/2023	Dempsey Uniform & Linen Supply	100.06 · FULTON WATER CHECKING ACCOUNT 448.224 · Uniform Expense 448.224 · Uniform Expense	-33.08 -33.08 -66.16
Bill	18261336	11/06/2023			
Bill	18268553	11/13/2023			
TOTAL				100.06 · FULTON WATER CHECKING ACCOUNT 448.312 · Computer Consulting / VUB	-435.00

Check Detail - Water Fund

November 2 - 30, 2023

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	7468	11/16/2023	Fredericksburg Sewer & Water Authority	100.06 · FULTON WATER CHECKING ACCOUNT	
Bill	1050	11/10/2023		448.367 · 100 101 080 313-office	-232.62
Bill Pmt -Check	7469	11/16/2023	Fulton Bank Visa	100.06 · FULTON WATER CHECKING ACCOUNT	
Bill	2458	11/08/2023		448.211 · Office Supplies	-223.69
				448.225 · Other Supplies	-119.28
					-342.97
TOTAL					
Bill Pmt -Check	7470	11/16/2023	Guardian	100.06 · FULTON WATER CHECKING ACCOUNT	
Bill	00 775223	11/14/2023		448.154 · Life & STD	-73.39
Bill Pmt -Check	7471	11/16/2023	Lebanon Valley Chamber of Commerce	100.06 · FULTON WATER CHECKING ACCOUNT	
Bill	7939	11/01/2023		448.42 · DUES, MEMBERSHIP & SUBSCRIPTION	-111.50
Bill Pmt -Check	7472	11/16/2023	Pointsolve Technology, Inc.	100.06 · FULTON WATER CHECKING ACCOUNT	
Bill	32643	11/01/2023		448.212 · Office Equip, Maint & Repair	-36.77
				448.214 · Ops Equip Maint & Repair-Comput	-36.78
Bill	32594	11/01/2023		448.212 · Office Equip, Maint & Repair	-12.50
				448.214 · Ops Equip Maint & Repair-Comput	-31.25
Bill	32526	11/01/2023		448.212 · Office Equip, Maint & Repair	-92.50
				448.214 · Ops Equip Maint & Repair-Comput	-92.50
Bill	32614	11/01/2023		448.212 · Office Equip, Maint & Repair	-16.00
				448.214 · Ops Equip Maint & Repair-Comput	-32.00
Bill	32624	11/01/2023		448.212 · Office Equip, Maint & Repair	-4.00
				448.214 · Ops Equip Maint & Repair-Comput	-6.00
					-360.30
TOTAL					
Bill Pmt -Check	7473	11/16/2023	Reading Foundry & Supply Co.	100.06 · FULTON WATER CHECKING ACCOUNT	
Bill	2607940	10/23/2023		448.786 · Other	-76.75
Bill Pmt -Check	7474	11/16/2023	Utility Service Co. Inc.	100.06 · FULTON WATER CHECKING ACCOUNT	
Bill	592841	11/01/2023		448.253 · Contracted Sys-Operations	-37,689.60
Bill Pmt -Check	7475	11/21/2023	Amazon Capital Services	100.06 · FULTON WATER CHECKING ACCOUNT	
Bill	C6JF	10/27/2023		448.216 · Equipment Purchase-Ops	-49.00
Bill	1FK1	11/07/2023		448.225 · Other Supplies	-33.79
Bill	344W	11/15/2023		448.225 · Other Supplies	-44.42
					-127.21
TOTAL					
Bill Pmt -Check	7476	11/21/2023	City of Lebanon Authority	100.06 · FULTON WATER CHECKING ACCOUNT	
Bill	836642	11/01/2023		448.23 · PURCHASED WATER	-101,476.26
Bill Pmt -Check	7477	11/21/2023	Comcast	100.06 · FULTON WATER CHECKING ACCOUNT	
Bill	8993 11 235 0031923	11/12/2023		448.322 · Operations Internet & Phone	-89.93
Bill Pmt -Check	7478	11/21/2023	Doco	100.06 · FULTON WATER CHECKING ACCOUNT	
Bill	321261	11/13/2023		448.212 · Office Equip, Maint & Repair	-6.29

Check Detail - Water Fund

November 2 - 30, 2023

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	7479	11/21/2023	Jonathan Akers	100.06 · FULTON WATER CHECKING ACCOUNT	
Bill	reimbursement	11/17/2023		378.12 · Metered Water Charges	-27.50
Bill Pmt -Check	7480	11/21/2023	Met-Ed	100.06 · FULTON WATER CHECKING ACCOUNT	
Bill	100 017 434 794	10/26/2023		448.364 · 100 017 434 794-Well 6	-1,502.97
Bill Pmt -Check	7481	11/21/2023	PA Municipal Retirement System	100.06 · FULTON WATER CHECKING ACCOUNT	
Bill	2023	09/21/2022		448.17 · PENSION	-10,755.00
Bill Pmt -Check	7482	11/21/2023	Patricia Gerdes	100.06 · FULTON WATER CHECKING ACCOUNT	
Bill	medical	11/21/2023		448.152 · Medical HRA	-2,453.29
Bill Pmt -Check	7483	11/21/2023	Reading Foundry & Supply Co.	100.06 · FULTON WATER CHECKING ACCOUNT	
Bill	2611041.001	11/02/2023		448.786 · Other	-93.18
Bill Pmt -Check	7484	11/21/2023	Schaedler Yesco	100.06 · FULTON WATER CHECKING ACCOUNT	
Bill	7207554.001	10/27/2023		448.786 · Other	-58.37
Bill	7207722.001	10/30/2023		448.786 · Other	-226.62
TOTAL					-284.99
Bill Pmt -Check	7485	11/21/2023	Suburban Testing Labs	100.06 · FULTON WATER CHECKING ACCOUNT	
Bill	P3002760	10/31/2023		448.222 · Lab Samples	-545.00
Bill Pmt -Check	7486	11/21/2023	USA Blue Book	100.06 · FULTON WATER CHECKING ACCOUNT	
Bill	00177647	10/26/2023		448.221 · Chemicals	-221.55
Bill Pmt -Check	7487	11/21/2023	Met-Ed	100.06 · FULTON WATER CHECKING ACCOUNT	
Bill	100 017 434 927	10/26/2023		448.365 · 100 017 434 927-Well 2	-2,121.78
Bill Pmt -Check	7488	11/21/2023	Met-Ed	100.06 · FULTON WATER CHECKING ACCOUNT	
Bill	100 017 435 031	10/26/2023		448.363 · 100 017 435 031-Well 5	-527.87
Bill Pmt -Check	7489	11/21/2023	Met-Ed	100.06 · FULTON WATER CHECKING ACCOUNT	
Bill	100 101 080 313	10/26/2023		448.367 · 100 101 080 313-office	-53.64
Bill Pmt -Check	7490	11/21/2023	Met-Ed	100.06 · FULTON WATER CHECKING ACCOUNT	
Bill	100 101 080 339	10/26/2023		448.366 · 100 101 080 339-Garage	-19.47
Bill Pmt -Check	7491	11/21/2023	Met-Ed	100.06 · FULTON WATER CHECKING ACCOUNT	
Bill	100 097 919 987	10/25/2023		448.362 · 100 097 919 987-Legion Vault	-33.38
Bill Pmt -Check	7492	11/21/2023	Met-Ed	100.06 · FULTON WATER CHECKING ACCOUNT	
Bill	100 017 430 396	10/25/2023		448.368 · 100 017 430 396-CoLA Interconne	-31.99
Bill Pmt -Check	7493	11/21/2023	Met-Ed	100.06 · FULTON WATER CHECKING ACCOUNT	
Bill	1400 061 889 687	10/25/2023		448.369 · 100 061 889 687-East Water Tank	-536.34
Bill Pmt -Check	7495	11/30/2023	Comcast	100.06 · FULTON WATER CHECKING ACCOUNT	
Bill	8993 11 235 0031055	11/18/2023		448.321 · Admin Internet & Phone	-149.08
Bill Pmt -Check	7496	11/30/2023	Dempsey Uniform & Linen Supply	100.06 · FULTON WATER CHECKING ACCOUNT	
Bill	18275973	11/20/2023		448.224 · Uniform Expense	-33.08

Check Detail - Water Fund

November 2 - 30, 2023

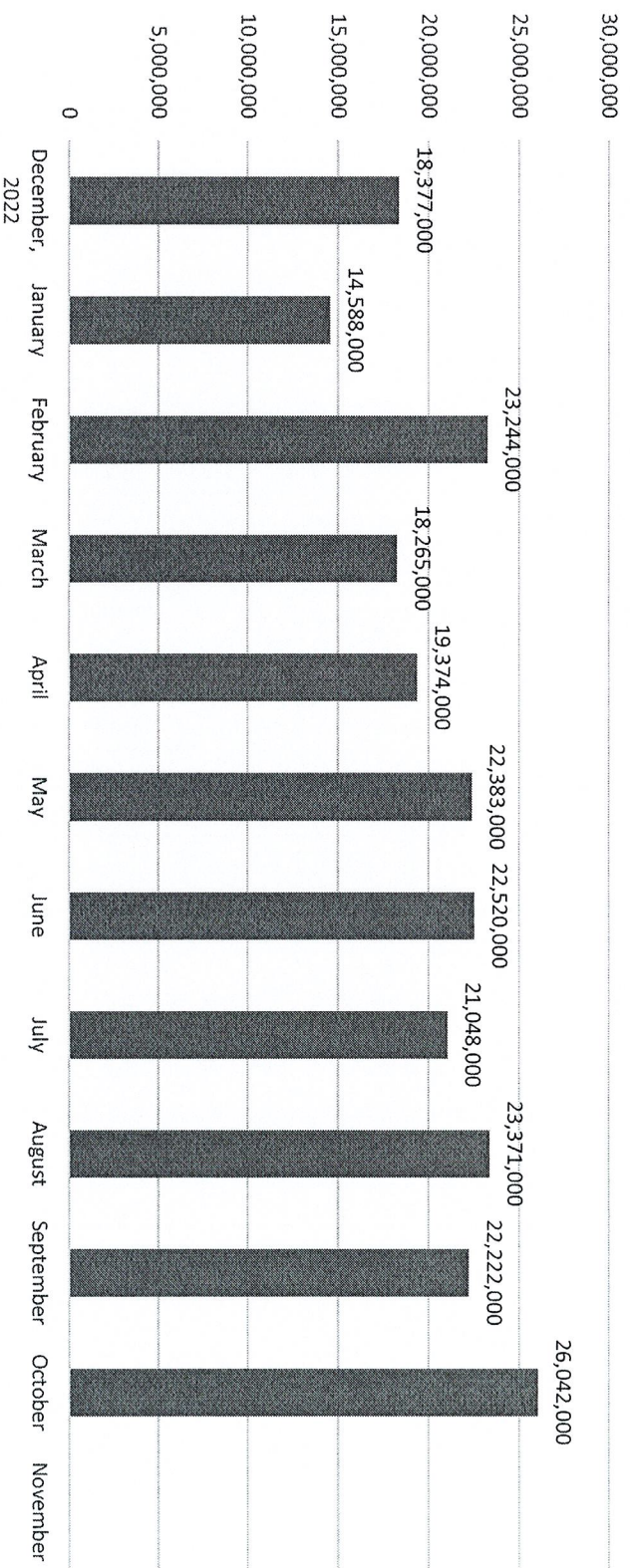
Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	7497	11/30/2023	Jonestown Ag Supply	100.06 · FULTON WATER CHECKING ACCOUNT	
Bill	1456934	11/08/2023		448.225 · Other Supplies	-13.40
Bill	1457144	11/09/2023		448.786 · Other	-16.65
Bill	1457111	11/09/2023		448.225 · Other Supplies	-6.19
Bill	1457856	11/15/2023		448.225 · Other Supplies	-26.98
Bill	1458465	11/21/2023		448.225 · Other Supplies	-68.69
Bill	1459284	11/29/2023		448.225 · Other Supplies	-27.97
TOTAL					-159.88
Bill Pmt -Check	7498	11/30/2023	LEAF	100.06 · FULTON WATER CHECKING ACCOUNT	
Bill	15659250	11/28/2023		448.213 · Equipment Lease	-53.71
Bill Pmt -Check	7499	11/30/2023	PA Rural Water	100.06 · FULTON WATER CHECKING ACCOUNT	
Bill	75556	11/15/2023		448.42 · DUES, MEMBERSHIP & SUBSCRIPTION	-264.50
Bill Pmt -Check	7500	11/30/2023	USA Blue Book	100.06 · FULTON WATER CHECKING ACCOUNT	
Bill	00174544	10/24/2023		448.225 · Other Supplies	-908.00
TOTAL					(179,171.17)

Payables Comparison



Meter	Service Date	Previous Reading	Current Reading	Gallons	Amount Paid
10 Inch 2 Inch	December, 2022	935,736 19,278	952,134 21,257	18,377,000	\$69,964.84
10 Inch 2 Inch	January	952,134 21,257	965,094 21,255	14,588,000	\$55,719.97
10 Inch 2 Inch	February	965,094 22,855	986,070 25,123	23,244,000	\$88,118.75
10 Inch 2 Inch	March	986,070 25,123	24,480 27,010	18,265,000	\$71,612.58
10 Inch 2 Inch	April	24,480 27,010	197,320 29,100	19,374,000	\$75,871.14
10 Inch 2 Inch	May	197,320 29,100	396,670 31,548	22,383,000	\$87,425.70
10 Inch 2 Inch	June	39,667 31,548	59,926 33,809	22,520,000	\$87,951.78
10 Inch 2 Inch	July	59,926 33,809	78,940 35,743	21,048,000	\$82,299.30
10 Inch 2 Inch	August	78,940 35,843	100,067 38,087	23,371,000	\$91,219.62
10 Inch 2 Inch	September	100,067 38,087	120,221 40,155	22,222,000	\$86,807.46
10 Inch 2 Inch	October	120,221 40,155	144,042 42,376	26,042,000	\$101,476.26
10 Inch 2 Inch	November				
Total Consumption				231,434,000	
Total Water Payments					\$898,467.40
Cost per Thousand Gallon					\$3.8822

Gallons



Fulton Sewer Checking Account		
Beginning Balance	\$883,634.57	
Deposits	\$259,141.03	
Payables	\$(199,043.14)	
Payroll Deduction	\$(13,486.27)	
Account Ending Balance	\$930,246.19	
Fulton Water Checking Account		
Beginning Balance	\$1,261,315.47	
Deposits	\$56,757.51	
Payables	\$(566,016.35)	
Payroll Deduction	\$(13,154.82)	
Account Ending Balance	\$738,901.81	
Fulton Water Project Fund Account		
Beginning Balance	\$-	
Deposits	\$481,625.92	
Payables		
Payroll Deduction		
Account Ending Balance	\$481,625.92	
Fulton Payroll Checking Account		
Beginning Balance	\$15,333.36	
Deposits	\$26,641.09	
Payables - Payroll	\$(28,739.64)	
Payables - Liabilities	\$(11,038.06)	
Account Ending Balance	\$2,196.75	
Debt	Current Balance	Total Debt
Water		\$0.00
Sewer		
PennVest Loan-71386-Sewer - Mo. - \$57,545.54 - 2.51%	\$6,457,638.39	\$8,839,078.96
PennVest Loan-27719 - Sewer-Mo . - \$15,541.88 - 1%	\$2,381,440.57	
	All Total Debt	\$8,839,078.96

Office Manager's Report
December 4, 2023

Action Items

I am seeking Board approval of the proposed 2024 Sewer and Water budgets.

Does the Board approve the proposed 2024 Sewer and Water budgets?

Email Votes

None

Tentative Action Item

None

General Information

The customer that owns 120 and 122 North Center Street would like to connect the property currently being used as a church to water. There is a water line coming into the church, but it is cut off and has no meter, there are two curb stops, and the properties are deeded separately. Does anyone remember why there is only one meter?

On November 7, 2023, I transferred \$400,000.00 from the general water account to the Water Project Fund. This money was budgeted for the Filtration Plant in 2023.

We received a water tapping fee installment from Bell & Evans. \$81,625.92. This money was deposited into the Water Project Fund. We have two more installments due in 2024.

November customer comment log attached

Contract customer usage log attached

It is important that meeting reports are received by noon the Thursday before meetings so that packets can be put together before the weekend.

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

Sheriff Sale: 3-20-23 - board vote; Account #5195; 103 Third Street; Robert Grosko; not on October sale list; 10-11-23 email – February sale; ***10-27-23 - customer made payment arrangements.***

Liens: None

Northern Lebanon gym expansion

Northern Lebanon elementary school sprinkler system: ***11-3-23 - sent information form***

Engineering Review: Entech – Cold Springs Poplar Street – Engineering comments sent to customer; revisions sent to Entech; Engineering comments sent to customer-***10-10-23, revisions needed***; sent letter regarding revisions for the purpose of the twp.; ***11-1-23 - received tapping fees***

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 – *2nd 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

2024 Sewer Budget

Revenue	2024
Tapping Fee Carryover	
Debt Service Income	\$ 684,000.00
Sewer Operations Charges	\$ 900,000.00
Reserved EDU's	\$ 4,900.00
Tapping Fees	\$ 5,000.00
Fines & Penalties	\$ 10,000.00
Interest	\$ 15,000.00
Extra Waste Surcharges	\$ 15,000.00
Loan Reimbursements from Farmer's Pride (PennVest & Fulton loans)	\$ 160,000.00
Rental Income	\$ 7,800.00
Misc. - Union Twp, Admin Fees	\$ 75,000.00
Asset sale - Old WWTP to water fund	
Total Revenue	\$ 1,876,700.00

Operational Expenses	
Board Salaries	\$ 1,800.00
Staff Salaries	\$ 225,000.00
Health Insurance	\$ 38,000.00
Health Reimbursement Account	\$ 25,000.00
Dental Reimbursement Account	\$ 10,000.00
Life Insurance	\$ 1,000.00
Training And Conferences	\$ 2,000.00
Pension	\$ 20,000.00
Corporate Building	\$ 20,000.00
Administrative Expenses	\$ 20,000.00
Operations	\$ 200,000.00
Repairs And Maintenance	\$ 25,000.00
Small Tools And Minor Equipment	\$ 3,000.00
Pump Station Maintenance	\$ 30,000.00
Professional Services	\$ 65,000.00
Communication	\$ 6,000.00
Transportation	\$ 10,000.00
Ads & Printing	\$ 200.00
Insurance	\$ 30,000.00
Public Utilities	\$ 140,000.00
Dues, Memberships & Subscription	\$ 500.00
Taxes	\$ 1,000.00
Licenses & Permits	\$ 3,000.00
Capital Budget	\$ 80,000.00
Sewer Penalties	\$ 10,000.00
Bank Service Charges	\$ 5,000.00
Reserve	\$ 7,639.00
Misc. Expenses	\$ 500.00
Fica / Medicare / Uc Fund	\$ 20,000.00
Total Operational Expenses	\$ 999,639.00

Debt Service Payments	
Fulton Loan - 2013 Note - 9003 - S. Fredericksburg - PAID OFF	
PennVest Sewer Loan - 2013 Note - 71386 - S. Fredericksburg	\$ 690,550.00
PennVest Sewer Loan - 2006 Note - 27719 - Monroe Valley	\$ 186,510.00
Total Debt Service Payments	\$ 877,060.00
Total Disbursements-Operations + Ds	\$ 1,876,699.00
Total Revenue	\$ 1,876,700.00
Surplus (Total Revenue less Expenses)	\$ 1.00

2024 Water Budget

Revenue	2024
Tapping Fee Carryover	
Metered Water Charges	\$ 2,000,000.00
Tapping Fees	\$ 250,000.00
Hydrant Fees	\$ 15,900.00
Fire Suppresion Fees	\$ 30,000.00
Verizon Antenna Rent	\$ 28,400.00
Rental Income	\$ 7,800.00
Admin, Fines and Penalties	\$ 2,000.00
Interest	\$ 22,000.00
Total Revenue	\$ 2,356,100.00

Operational Expenses	
Board Salaries	\$ 1,800.00
Staff Salaries	\$ 160,000.00
Health Insurance	\$ 38,000.00
Health Reimbursement Account	\$ 20,000.00
Dental Reimbursement Account	\$ 6,000.00
Life Insurance	\$ 800.00
Training And Conferences	\$ 2,000.00
Pension	\$ 15,000.00
Corporate Building	\$ 10,000.00
Administrative Expenses-office supplies, office equip maint & repair, equip lease, ops equip maint & repair-computers, equip purchase	\$ 15,000.00
Operations-chemicals, lab samples, meter supplies, uniforms, other supplies, CDL/drug testing	\$ 40,000.00
Purchased Water	\$ 1,200,000.00
Licenses & Permits	\$ 3,000.00
Repairs And Maintenance-ops supplies, contracted svcs, contracted svcs-ops, equip-ops	\$ 35,000.00
Small Tools And Minor Equipment	\$ 3,000.00
Fire Hydrant Equipment	
Professional Services-Acct/audit, VUB, general computer, Quickbooks, Eng, Solicitor, consulting, billing	\$ 65,000.00
Communication-ops cell phones, Admin & Ops internet & phone	\$ 7,000.00
Transportation-vehicle repair & maint., fuel, mileage, supplies	\$ 7,000.00
Ads & Printing	\$ 200.00
Insurance	\$ 30,000.00
Public Utilities	\$ 75,000.00
Dues, Memberships & Subscription	\$ 1,000.00
Taxes	\$ 1,000.00
Capital Budget	\$ 80,000.00
5 year plan implementation - Water Filtration Plant	\$ 518,600.00
Bank Service Charges	\$ 1,200.00
Reserve	\$ 1.00
Misc. Expenses	\$ 500.00
Fica / Medicare / Uc Fund	\$ 20,000.00
Total Operational Expenses	\$ 2,356,101.00

Debt Service Payments	
Total Debt Service	\$ -
Total Disbursements-Operations + Ds	\$ 2,356,101.00
Total Revenue	\$ 2,356,100.00
Other sources of funds to apply offset expenses (e.g Cash On Hand, etc.)	
Surplus (Total Revenue less Expenses)	\$ (1.00)

November - Customer Comment Log

Date	Time	Name	Address	Comment	Followup
11/9/2023	10:10	Alicia Korb	127 E Main St	Tried to pay bill online but would not accept acct info	processed pymt and contacted Diversified to clear previous owners information
11/9/2023	10:53	Michelle Mutek	119 N Center St	She would like to set up pymt arrangements for her balance	Completed Form
11/10/2023	11:08	Baughman	105 Locust Ave	Dropped pymt off and wanted to confirm we received it	confirmed we received the pymt
11/14/2023	10:29	Bentz	201 N Mechanic St	having issue with black water, changed filter on water system and instantly turned black when water was turned back on	Completed water complaint form and explained the manganese problem and there is a filtration plant being worked on which is to help with the situation
11/21/2023	8:53	Rosario & Co	120 N Center St	rcvd past due notice but not original bill	verified address and updated mailing address
11/21/2023	9:29	Engle	7 Township Line Dr	recently purchased property and would like to know pymt options	Gave options and verified contact information

COMPANY	CONTRACT AMOUNT (30 days)	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER
Poultry Holdings LLC US 22 West (South) Acct #1980	Sewer 3,300,000 Monthly	1,828,430	1,661,520	1,841,320	1,819,550	2,059,360	1,954,040	1,991,560	2,102,640	1,851,960	2,023,730	1,900,410	
Poultry Holdings LLC US 22 West (South) Acct #1980	Water 900,000 Monthly	134,430	116,520	140,320	206,550	250,360	299,040	330,560	331,640	262,960	255,730	114,410	
Poultry Holdings LLC Center St East(North) Acct #2042	Water 3,000,000 Monthly	1,541,500	1,291,000	1,890,000	1,665,000	1,962,000	2,460,000	2,036,000	2,248,000	1,968,000	2,493,000	2,423,500	
Bell & Evans Facility 1-Main Plant Acct #1305 #1306 #1309	Sewer 260,340 Monthly	16,033	17,933	13,633	18,433	14,233	22,833	142,433	105,333	120,033	37,300	28,200	
Bell & Evans Facility 1-Main Plant Acct#1305 #1306 #1308 #1309	Water 6,750,000 Monthly	158,033	169,933	139,033	144,500	132,233	132,833	142,433	105,333	228,033	574,300	392,200	
Bell & Evans Facility 2-Plant 2 Rt 22 Acct #1311	Sewer 3,600,000 Monthly	1,632,200	1,679,300	1,431,100	1,510,100	1,571,200	1,517,000	1,399,500	1,508,300	1,364,800	1,190,300	1,165,900	
Bell & Evans Facility 2-Plant 2 Rt 22 Acct #1311	Water 8,610,000 Monthly	1,650,000	1,701,000	1,450,000	1,570,000	1,687,000	1,803,000	1,743,000	1,885,000	1,706,000	1,426,000	1,262,000	
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	
Bell & Evans Facility 3-Chestnut Hill Acct #1302	Water 1,933,950 Monthly when open	19,645,300	20,085,500	20,395,300	17,085,300	20,780,000	20,685,200	20,866,200	21,991,500	25,859,000	24,061,500	20,313,500	
Bell & Evans Facility 4-Hatchery Acct #1312	Sewer 12,000 Monthly	7,334	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 Acct # 1312	Water 1,540,200 Monthly	1,568,100	1,477,000	1,686,200	1,620,300	1,315,200	1,264,100	1,196,000	2,079,100	1,980,500	1,906,800	2,048,400	
Master Water Agreement of 627,805 gpd = (18,834,150 - 30 days)		23,021,433	23,433,433	23,670,533	20,420,100	23,914,433	23,885,133	23,947,633	26,060,933	29,773,533	27,968,600	24,016,100	0

December 04, 2023 - Operations Report

Items requiring board action

1. None

General Information

1. After some discussion with the Operations Committee, I think it might be better to buy a used telehandler and to keep the current skid loader. I have found some very reasonably priced used machines that would serve our needs very well. We could purchase a nice machine for \$30-40K. In addition to the machine's cost, we would also need to purchase an adapter plate that would allow us to connect our existing skid loader attachments to the telehandler. The typical cost of this is \$2000. In this scenario we would also need to replace the current skid loader tires. Jonestown Ag quoted \$2627 for tires which includes mount/balance/disposal. I like this option because it would save money, get us a machine with a longer reach and payload. It would also give us 2 machines to work with thus providing us with a backup in the case of a breakdown. All total this would bring the price to \$35-45K as opposed to \$75-100K.

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. The first month of the current Chesapeake Bay Reporting year is complete.

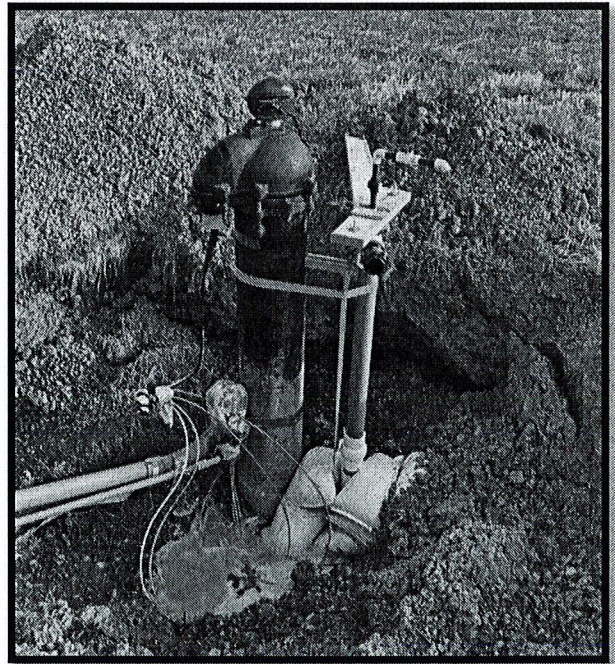
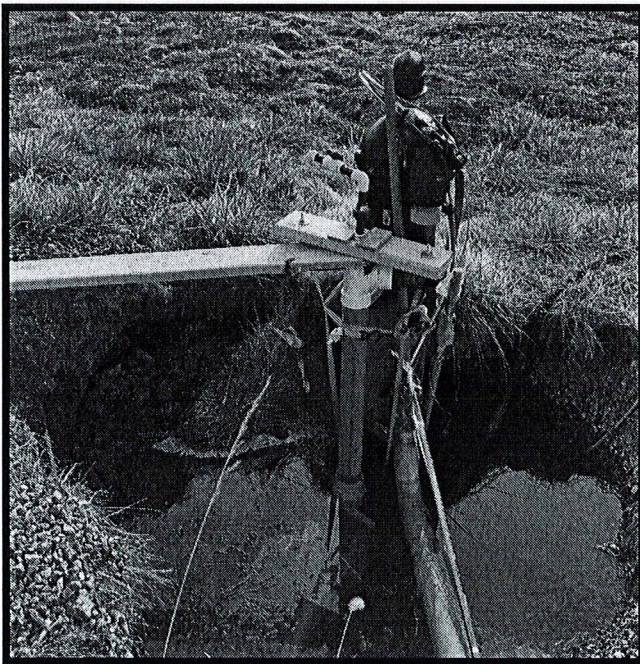
2023-2024 Little Swatara Creek WWTP Nutrient Production						
Month	Phosphorus - 974 Pounds Annually			Nitrogen - 11,531 Pounds Annually		
	Max Allowable Monthly Average (lbs)	Discharged by FSWA (lbs)	Total Remaining for 2023-24 (lbs)	Max Allowable Monthly Average (lbs)	Discharged by FSWA (lbs)	Total Remaining for 2023-24 (lbs)
Oct	81	22.3	951.7	961	411.9	11119.1
Nov	81			961		
Dec	81			961		
Jan	81			961		
Feb	81			961		
Mar	81			961		
Apr	81			961		
May	81			961		
Jun	81			961		
Jul	81			961		
Aug	81			961		
Sep	81			961		
Total	974	22.3	951.7	11531	411.9	11119.1

- Monroe Valley Wastewater Plant - Plant is running very well.
- Lickdale Wastewater Plant - Plant is running very well.

2. We have begun replacing the impellor and wear plates on the Gorman Rupp raw influent pumps 2 & 3. The picture below shows the level of wear on the original impellors.
3. I continue to train the operations staff in the specifics of sewer operations.

General Water Information

1. The water system is running well.
2. Our DEP Water Sanitarian, Samantha Fay, has contacted me to schedule our inspection. These inspections occur once every 3 years. Ours is scheduled for Tuesday, December 19, 2023. We've begun collecting the logs and data that is required to be presented at the time of the inspection. *(work continues)*
3. I attended the PFAS training class at Pa. DEP's offices in Harrisburg. It was very informative. This class primarily dealt with the PFAS sampling that we must complete at our existing Entry Point, starting in 2024. We need to determine if we want to initially sample for Method 533 or Method 537.1. I will have a handout to provide to each of you at the meeting so that we can discuss it. (The handout materials will be attached to my report email, but I will also provide color copies to each person.)
4. We have completed the electric and data connections to Wells 7 & 8. We have also installed the plumbing for the drawdown test and sampling.



5. I have been in contact with C.J. Conapitski and we are working out a time when he can be onsite to oversee the drawdown and sampling procedure to ensure that it is completed correctly. We've also been communicating with Dave Gettle at Kohl Brothers about specific pump details before we energize the wells on the sample collection day.

6. We continue to do jar testing in preparation for the new water filtration plant. We are now focusing on finding the dose point where sodium hypochlorite will cause the manganese to oxidize. This converts the soluble manganese into a solid form that can then be filtered out. *(On hold temporarily.)*
7. We continue to enter data for the Lead & Copper Service Line Inventory required by Pa. DEP. The deadline for this is October 16, 2024. We are approximately 53% complete.
8. I continue to train the operations staff in the specifics of water operations.
9. We continue to assist the office staff with meter reads, data logging, etc.

FREDERICKSBURG SEWER & WATER AUTHORITY
Steckbeck Engineering - Project Status Reports
December 4, 2023

ENGINEERING ITEMS REQUIRING BOARD ACTION:

- No Action Items.

GENERAL / ADMINISTRATIVE:

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

FREDERICKSBURG WWTP OPERATIONS SUPPORT:

- The NPDES permit renewal application was submitted to the DEP. The target date for completion of the technical review was posted as 09-28-23. Dusty has collected the additional samples requested by the DEP and submitted the lab results. We are expecting issuance of the permit soon.
- We routinely review the monthly Commercial Sewer User O&M Charges for anomalies.

MONROE VALLEY WWTP OPERATIONS SUPPORT:

- The NPDES permit renewal application was submitted to the DEP. The target date for completion of the technical review was posted as 09-28-23. Dusty has collected the additional samples requested by the DEP and submitted the lab results. We are expecting issuance of the permit soon.

WATER SYSTEM OPERATIONS SUPPORT:

- Paul had previously met on site with Dusty and contractors from AT&T to discuss particulars of the antenna installation and coax routing. We are still waiting to get engineering drawings of the proposed antenna installation. After we receive the drawings, we must share them with Utility Service Co., Inc. for their review and approval, as a condition of our tank maintenance contract. No change since the last report.

WATER SYSTEM IMPROVEMENTS – MANGANESE FILTRATION FACILITY

- We have coordinated with hydrogeologist Carlyle Gray for the pumping and sampling for the laboratory analysis.
- We learned that there are two water filtration facilities nearby which use the same arrangement of filters that we are designing into the system. We are looking into touring one or both facilities and talking with their operators. No change since the last report.
- Due to long lead times for manufacturing and delivery, we are investigating an option for FSWA to place an advance order for their filters. H&T has submitted a specification which will outline their proprietary features. We will provide it to the solicitor and consult with him to evaluate the potential for sole source procurement of the filters. We will then jointly advise the Authority on this matter. H&T has provided us with specifications and drawings outlining their unique design features.
- We have also suggested to H&T that they investigate the possibility of becoming a PA CoStars Supplier which would simplify the procurement process. H&T has stated that they are not interested in becoming a CoStars supplier due to their international sales exposure and widely varying pricing dictated by geographic and economic disparities.
- We are working to assemble the drawing package for the project.

MISCELLANEOUS

- No items to report.

Respectfully Submitted by:
SESI – Jeff Steckbeck and Paul Lutzkanin

Lori Poorman

From: Tony F <tony@ajflaw.net>
Sent: Thursday, November 30, 2023 12:38 PM
To: Lori Poorman; jdbevans@comcast.net; Dustin Keller; twcsdemler; Rick Rudy; Beverly Martel; Scott Gettle; Kevin Helms; Jeff Steckbeck; Paul Lutzkanin; Dot Stubblebine; Roger Bollinger; Marty Uber; Trish Gerdes
Subject: RE: FSWA Christmas Party

I will be there.

I have no action items for the meeting Monday

-----Original Message-----

From: Lori Poorman <lpoorman@fswaonline.net>
Sent: Thursday, November 30, 2023 10:13 AM
To: jdbevans@comcast.net; Dustin Keller <dkeller@fswaonline.net>; twcsdemler <twcsdemler@comcast.net>; Rick Rudy <ljrr@comcast.net>; Beverly Martel <bam@lmf.net>; Scott Gettle <gettlefamily@pa.net>; Kevin Helms <kvhelms@comcast.net>; Tony F <tony@ajflaw.net>; Jeff Steckbeck <jsteckbeck@steckbeck.net>; Paul Lutzkanin <plutzkanin@steckbeck.net>; Dot Stubblebine <dstubblebine@fswaonline.net>; Roger Bollinger <rbollinger@fswaonline.net>; Marty Uber <muber@fswaonline.net>; Trish Gerdes <tgerdes@fswaonline.net>
Subject: RE: FSWA Christmas Party

Please be sure to RSVP to me by Friday, December 8th

Thank you,

Lori A. Poorman
Office Manager
Secretary/Treasurer

P.O. Box 161
113 East Main Street
Fredericksburg, PA 17026

717-865-7452
717-865-0779

-----Original Message-----

From: jdbevans@comcast.net <jdbevans@comcast.net>
Sent: Monday, November 27, 2023 7:13 AM
To: Dustin Keller <dkeller@fswaonline.net>; Lori Poorman <lpoorman@fswaonline.net>; twcsdemler <twcsdemler@comcast.net>; Rick Rudy <ljrr@comcast.net>; Beverly Martel <bam@lmf.net>; Scott Gettle <gettlefamily@pa.net>; Kevin Helms <kvhelms@comcast.net>; Tony F <tony@ajflaw.net>; Jeff Steckbeck <jsteckbeck@steckbeck.net>; Paul Lutzkanin <plutzkanin@steckbeck.net>; Dot Stubblebine <dstubblebine@fswaonline.net>; Roger Bollinger <rbollinger@fswaonline.net>; Marty Uber <muber@fswaonline.net>; Trish Gerdes <tgerdes@fswaonline.net>
Subject: FSWA Christmas Party