

FREDERICKSBURG SEWER & WATER AUTHORITY
MEETING MINUTES
June 18, 2018

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

ROLL CALL

Roll call was taken by Secretary Lori Poorman. Jim Heisey, Beverly Martel, Kevin Helms, Tom Demler and Dale Bevans of the Board were present. Rick Rudy was absent. Jeff Steckbeck, Tony Fitzgibbon, Kevin Snader and Lori Poorman were also present.

COMMENTS/COMPLAINTS

Mrs. Martel made a motion to accept a payment of \$730.00 from David Burt on June 19, 2018, for him to bring his account current within 90 days and to release the lien on his property. Mr. Bevans 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. Demler seconded the motion and the meeting minutes were accepted by the Board without objection.

TREASURER'S REPORT

Bills Payables - The payables were presented to the Board for approval to be paid in the amounts of \$15,181.95 from the Sewer Fund and \$60,388.12 from the Water Fund. Mr. Bevans made a motion to pay the bills. Mr. Helms 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. Demler 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 remove Lorrie Wright and Jonathan Kees as signers on the Authority's account at First Citizens Bank in Fredericksburg, and add Lori Poorman as a signer on the account. Mr. Bevans seconded the motion and the Board voted in favor of the motion.

Ms. Poorman presented the Board with a summary of the Authority's insurance renewal.

Mr. Bevans requested that Ms. Poorman have Brungart Builders install the window air conditioner in the upstairs storage room noting that there would be additional charges added to the project.

OPERATION MANAGER'S REPORT

Mr. Snader reported that DEP NPDES permits have been received and go into effect July 1, 2018. He reported that the Authority will now be required to sample for nutrients twice a week which will cost approximately \$2,500.00 per year.

Mr. Demler made a motion authorizing the hiring of Martin Uber at \$18.00 per hour, full time, pending a successful background check with a 90 probationary period. The motion was seconded by Mr. Bevans and the Board voted in favor of the motion.

ENGINEER'S REPORT

Mr. Steckbeck suggested that himself, Paul Lutzkanin and Kevin Snader attend a PRWA seminar regarding the DEP's new disinfection rule.

Mr. Alex Stottle from Hain Pure Protein addressed the Board.

SOLICITOR'S REPORT

Mr. Bevans made a motion to authorize the Solicitor to draft agreements for Hain Pure Protein for water and sewer negotiations. Mrs. Martel seconded the motion and the Board voted in favor of the motion.

OLD BUSINESS

None

NEW BUSINESS

Mr. Demler made a motion to give the two Operators a 20% increase in wages effective June 18, 2018. Mr. Bevans seconded the motion and the Board voted in favor of the motion.

COMMITTEE REPORTS

Budget Committee

Building Committee

Operations Committee

COMMENTS/COMPLAINTS

None

ADJOURNMENT

Mrs. Martel made a motion to adjourn the meeting. Mr. Helms seconded the motion, and the Board voted in favor for the motion to be carried.

The meeting adjourned at 8:00 pm.

**Respectfully submitted,
Lori Poorman
Office Manager**