

FREDERICKSBURG SEWER & WATER AUTHORITY
MEETING MINUTES
May 20, 2019

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

ROLL CALL

Rick Rudy, Bev Martel, Jim Heisey, Dale Bevans, Kevin Helms, and Tom Demler of the Board were present. Paul Lutzkanin, Tony Fitzgibbons, Kevin Snader and Lori Poorman were also present.

COMMENTS/COMPLAINTS

None

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 were presented to the Board for approval to be paid in the amounts of \$41,038.36 from the Sewer Fund and \$72,747.70 from the Water Fund. Mr. Demler made a motion to pay the bills. Mr. Bevans 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

Ms. Poorman reported that Dot Stubblebine will be writing up water conservation tips every quarter and they will be posted on our website.

OPERATION MANAGER'S REPORT

Mr. Snader reported that the 2018 Consumer Confidence Report is completed and the Operations staff have identified 2 manholes and 1 lateral that are contributing to I&I. They continue to inspect the system.

ENGINEER'S REPORT

The group discussed notification of customers of the 2018 CCR.

SOLICITOR'S REPORT

Mr. Demler made a motion to establish a \$35.00 administrative fee for 30-day letters. Mr. Bevans seconded the motion and the Board voted in favor of the motion.

OLD BUSINESS

None

NEW BUSINESS

None

COMMITTEE REPORTS

Budget Committee

No report

Building Committee

Mr. Bevans presented the Board with a quote from Walizer Interior & Renovation Systems, Inc.

Operations Committee

No report

Personnel Committee

The Personnel Committee requested an executive session

COMMENTS/COMPLAINTS

None

ADJOURNMENT

The Board went into Executive Session at 7:05 pm.

There was no further action as a result of the Executive Session.

The meeting adjourned at 8:45 p.m..

Respectfully submitted,

Lori A. Poorman

Office Manager/Secretary/Treasurer