

**FREDERICKSBURG SEWER & WATER AUTHORITY**  
**MEETING MINUTES**  
**January 20, 2020**

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

**ROLL CALL**

Tom Demler, Bev Martel, Dale Bevans, Kevin Helms, and Rick Rudy of the Board were present. Jim Heisey joined the meeting by telephone. Paul Lutzkanin, Brandon Nye, Tony Fitzgibbons, Dustin Keller 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 \$38,910.93 from the Sewer Fund and \$69,038.04 from the Water Fund. Mrs. Martel made a motion to pay the bills. 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. Mrs. Martel made a motion to accept the financial statement, pending audit. Mr. Helms 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 ratify and confirm Resolution No. 2019-12-2B (Rate Resolution). Mr. Demler seconded the motion and the Board voted in favor of the motion.

**OPERATION'S REPORT**

Mrs. Martel made a motion to authorize the purchase of a replacement pump for Well 6 from Subsurface Technologies at a cost of \$13,195.00. Mr. Demler seconded the motion and the Board voted in favor of the motion.

Mr. Keller reported that two manholes were repaired on Main Street.

**ENGINEER'S REPORT**

Mr. Lutzkanin reported that Mr. Steckbeck and Mr. Nye met with a contractor at the East Water Tower to discuss the painting project. The scope of work was defined and a proposal will be sent. He additionally reported that H&K will be repairing the ceiling at no cost.

**SOLICITOR'S REPORT**

Mr. Fitzgibbons reported that he will be in contact with Mr. Christianson to arrange a site visit at 516 Camp Strause Road by the Operators to inspect the property as a condition to reducing the allocated number of EDUs to the property.

**OLD BUSINESS**

None

**NEW BUSINESS**

None

## **COMMITTEE REPORTS**

### **Budget Committee**

None

### **Building Committee**

Mr. Bevans reported that he will get a quote from Stoner Electric to upgrade the electric panel at the rental property.

### **Operations Committee**

None

### **Personnel Committee**

Mrs. Martel made a motion to authorize a \$1.00 per hour pay increase for Patricia Gerdes effective January 6, 2020 for receipt of her water license. Mr. Bevans seconded the motion and the Board voted in favor of the motion.

## **COMMENTS/COMPLAINTS**

None

## **ADJOURNMENT**

The Board went into Executive Session at 7:50 pm.

Following the executive session, the Board reconvened in public session, however, took no action.

Mr. Rudy made a motion to adjourn the meeting. Mr. Helms seconded the motion, and the Board voted in favor of the motion to be carried.

**Respectfully submitted,**

**Lori A. Poorman**

**Office Manager/Secretary/Treasurer**