

FREDERICKSBURG SEWER & WATER AUTHORITY
MEETING MINUTES
July 20, 2020

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, Brandon Nye, Dustin Keller and Lori Poorman were also present.

COMMENTS/COMPLAINTS

Mr. Swiernik addressed the group regarding the extension of the sewer and water service across the frontage of the property of the 22 Storage project. Mr. Heisey informed Mr. Swiernik that he would have to first address the issue with Bethel township.

MEETING MINUTES

Mrs. Martel made a motion to accept the meeting minutes as written with corrections. Mr. Helms seconded the motion and the meeting minutes were accepted by the Board without objection.

TREASURER'S REPORT

Bills Payables - The payables for June 2nd through June 15th were presented to the Board for approval to be paid in the amounts of \$79,457.25 from the Sewer Fund and \$74,177.33 from the Water Fund. The payables for June 16th through July 20th were presented to the Board for approval to be paid in the amounts of \$111,370.05 from the Sewer Fund and \$184,281.43 from the Water Fund. Mr. Bevans made a motion to pay the bills as presented in the payable's reports. 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 have G.F. Bowman clean, service and inspect two boilers and a hot water heater at a cost of \$336.00. Mr. Bevans seconded the motion and the Board voted in favor of the motion.

Mrs. Martel made a motion to adopt six revised job descriptions for Authority employees. Mr. Demler seconded the motion and the Board voted in favor of the motion.

Mrs. Martel made a motion to adopt the FSWA Organizational Chart. Mr. Rudy seconded the motion and the Board voted in favor of the motion.

Mrs. Martel made a motion to approve the sell of the following properties at sheriff sale: 2856 South Pine Grove Street, 128 Elk Drive and 114 Deer Drive. Mr. Bevans seconded the motion and the Board voted in favor of the motion.

OPERATION'S REPORT

Mr. Nye reported that we will need a permit amendment to switch chemical vendors, which will be handled by the engineers.

Mr. Rudy made a motion to approve annual service contracts from Envirep in the amount of \$1,195.00 and \$920.00. Mr. Demler seconded the motion and the Board voted in favor of the motion.

Mr. Bevans made a motion to accept the groundskeeping addendum to the operation contract with Union Township at \$140.00 per mowing event. Mr. Helms seconded the motion and the Board voted in favor of the motion.

ENGINEER'S REPORT

Mr. Lutzkanin provided the Board with his proposed changes to Section 16 of the FSWA Rules and Regulations concerning the determination of charges for strong waste for the Board to review.

Mr. Lutzkanin provided the Board with a quote from GES Automation Technology to replace the SCADA system at a cost of \$162,640.00.

Mr. Lutzkanin provided the Board with a letter regarding the Part II WQM construction permit for the plant expansion.

SOLICITOR'S REPORT

Mr. Fitzgibbons reported that he would work on an amendment to the Rules and Regulations and repealing the Industrial Pretreatment Resolution and amend the Rate Resolution.

OLD BUSINESS

None

NEW BUSINESS

None

COMMITTEE REPORTS

Budget Committee

Mr. Heisey reported that the committee will meet on July 29, 2020 at 10 am.

Building Committee

None

Operations Committee

None

Personnel Committee

None

COMMENTS/COMPLAINTS

None

ADJOURNMENT

The Board went into Executive Session at 8:48 pm.

Following the executive session, the Board reconvened in public session and took the following action:

Mr. Bevans made motion to increase Brandon Nye's salary by \$1.00 per hour effective beginning July 27, 2020 with a requirement that he commit to staying with the Authority for one more year. Mr. Rudy seconded the motion and the Board voted in favor of the motion.

Respectfully submitted,
Lori A. Poorman
Office Manager/Secretary/Treasurer