

FREDERICKSBURG SEWER & WATER AUTHORITY
MEETING MINUTES
November 16, 2020

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

ROLL CALL

Jim Heisey, Dale Bevans, Kevin Helms, Tom Demler, Bev Martel and Rick Rudy of the Board were present. Tony Fitzgibbons, Paul Lutzkanin, Brandon Nye, and Dot Stubblebine 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 for November 3rd through November 15th were presented to the Board for approval to be paid in the amounts of \$84,496.70 from the Sewer Fund and \$175,065.45 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. Bevans seconded the motion and the Board voted for the acceptance of the financial statement as presented, pending audit.

OFFICE MANAGER'S REPORT

None.

OPERATION'S REPORT

Mr. Bevans made a motion to approve the purchase of two 8 inch bake down kits for valve boxes at \$138.10 each for a total of \$276.20. Mr. Demler seconded the motion and the Board voted in favor of the motion.

ENGINEER'S REPORT

Poultry Holdings has an NPDES permit and credits cannot be transferred while permit is open. DEP recommended Poultry Holdings convert their NPDES permit to a stormwater permit.

Minor water permit amendment from DEP should be approved shortly allowing Brandon to switch chemical companies.

WWTP expansion project is progressing.

SOLICITOR'S REPORT

Mr. Bevans made a motion to accept the sewer and water agreements with LSE Properties LLC with provision to forego the tapping fees for 1 EDU of sewer and 1 EDU of water. Mr. Helms seconded the motion, and the Board voted in favor of the motion to be carried.

OLD BUSINESS

None

NEW BUSINESS

Discussed purchasing new chairs.

COMMITTEE REPORTS

Budget Committee

None.

Building Committee

Discussed possible storage options for the tenant.

Operations Committee

None

Personnel Committee

A mandatory employee lunch meeting was held on November 11, 2020 at the office.

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 to be carried.

The meeting adjourned at 7:20 pm

**Respectfully submitted,
Dot Stubblebine
Billing Clerk**