

FREDERICKSBURG SEWER & WATER AUTHORITY
MEETING MINUTES
February 21, 2022

Chairman Dale Bevans called the meeting to order at 6:30 pm.

ROLL CALL

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

COMMENTS/COMPLAINTS

None

MEETING MINUTES

Mrs. Martel made a motion to accept the meeting minutes for February 7, 2022 as presented. Mr. Helms seconded the motion and the meeting minutes were accepted by the Board without objection.

TREASURER'S REPORT

Bills Payables - The payables for February 3rd to February 17th were presented to the Board for approval to be paid in the amounts of \$26,470.94 from the Sewer Fund and \$115,702.13 from the Water Fund. Mr. Demler made a motion to pay the bills as presented in the payable's reports. Mr. Rudy 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

Mr. Rudy made a motion in regards to the meter investigation, to send a letter to both customers explaining the situation and to refund the customer who overpaid. Mr. Demler seconded the motion and the Board voted in favor of the motion.

OPERATION'S REPORT

Mr. Demler made a motion to approve the wash and vac out of SBR#2 at the Monroe Valley WWTP at a cost of \$7,895.00 by Kline's Services. Mr. Helms seconded the motion and the Board voted in favor of the motion.

Mr. Demler made a motion to approve the load banking of the generator at the Little Mountain Road PS at an estimate of \$1,292.32 by Penn Power. Mr. Demler seconded the motion and the Board voted in favor of the motion.

ENGINEER'S REPORT

Mr. Demler made a motion to authorize Steckbeck Engineering to move forward at this time with the Surface Water Withdrawal Application. Mr. Rudy seconded the motion and the Board voted in favor of the motion with the exception of Mrs. Martel, who opposed.

Mr. Demler made a motion to authorize Steckbeck Engineering, Mr. Fitzgibbons, and the FSWA negotiation team to negotiate with Bell & Evans with regards to a new water tower funding. Mr. Helms seconded the motion and the Board voted in favor of the motion.

Mr. Helms made a motion to approve three one-million-gallon basins in regards to the size of the water filtration plant. Mr. Demler seconded the motion and the Board voted in favor of the motion.

Mr. Bevans made a motion to name the new water filtration plant, "The James A. Heisey Water Treatment Facility". Mr. Demler seconded the motion and the Board voted in favor of the motion.

SOLICITOR'S REPORT

Mrs. Martel made a motion to approve the First Amendment to the Master Water Agreement with Bell & Evans. Mr. Helms seconded the motion and the Board voted in favor of the motion.

OLD BUSINESS

None

NEW BUSINESS

Mr. Bevans reminded the group that until a new Board member is appointed, three members on a committee would be a quorum which would be a violation.

COMMITTEE REPORTS

Budget Committee

Mrs. Martel reported that the committee met with Jeffery Steckbeck and will be reevaluating the budget again in August.

Building Committee

None

Operations Committee

Mr. Demler reported that the committee had a workshop regarding the water filtration plant.

Personnel Committee

Mr. Bevans reminded personnel that overtime is to be approved ahead of time and that "no lunch" is the exception. "No lunch" should be approved by a supervisor. Additionally, Mr. Bevans asked that Supervisors use the staff in the most efficient/cost effective way in regards to overtime etc.

COMMENTS/COMPLAINTS

None

ADJOURNMENT

The Board went into Executive Session at 7:51 pm.

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

Mrs. Martel made a motion to accept Brandon Nye's resignation effective March 8, 2022. Mr. Demler seconded the motion and the Board voted in favor of the motion.

Mr. Demler made a motion to authorize the Engineer to begin the process to look for a replacement of a Water Operator. Mr. Helms seconded the motion, and the Board voted in favor of the motion to be carried.

A motion to adjourn the meeting was accepted at 8:15 pm.

Respectfully submitted,

Lori A. Poorman

Office Manager/Secretary/Treasurer