

**FREDERICKSBURG SEWER & WATER AUTHORITY**  
**MEETING MINUTES**  
**February 7, 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. Jeff Steckbeck, 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 January 3, 2022 as presented. Mr. Helms seconded the motion and the meeting minutes were accepted by the Board without objection.

Mr. Rudy made a motion to ratify all seven action items from the electronic meeting on January 17, 2022. Mr. Demler seconded the motion and the Board voted in favor of the motion.

**TREASURER'S REPORT**

**Bills Payables** - The payables for January 14<sup>th</sup> to February 3<sup>rd</sup> were presented to the Board for approval to be paid in the amounts of \$162,934.10 from the Sewer Fund and \$39,516.33 from the Water Fund. Mrs. Martel 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.

The payables for December 30<sup>th</sup> to January 13<sup>th</sup> were presented to the Board for approval to be paid in the amounts of \$98,479.52 from the Sewer Fund and \$130,056.40 from the Water Fund. Mrs. Martel 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**

Ms. Poorman had no action items for the meeting. Ms. Poorman presented the Board with a copy of the customer comment log and water usage tracking spreadsheet.

**OPERATION'S REPORT**

Mr. Demler made a motion to approve the purchase of a Chlorine Cylinder Leak repair kit at a cost of \$2,747.00 from Indian Springs Manufacturing. Mrs. Martel seconded the motion and the Board voted in favor of the motion.

Mrs. Martel made a motion to approve the purchase of water line band repair clamps at a cost of \$1,492.00. Mr. Helms seconded the motion and the Board voted in favor of the motion.

Mr. Demler made a motion to approve the purchase of a replacement propellor for the mixer at the MV WWTP at a cost of \$1,286.12 from Aqua Aerobics. Mr. Rudy seconded the motion and the Board voted in favor of the motion.

## **ENGINEER'S REPORT**

Mr. Rudy made a motion to approve submitted quotes from Stoner Electric for trenching and installation of new conduit and wire and upgrade of the electrical service equipment at the pump station in the amount of \$8,093.00. Mr. Demler seconded the motion and the Board voted in favor of the motion.

The Board voted in favor of paying Stoner Electric for work completed on the WWTP expansion in the amount of \$5,370.00.

Mr. Demler made a motion to have Chairman Bevans sign the application form for a minor water permit amendment and to pay the application fee of \$500.00. Mrs. Martel seconded the motion and the Board voted in favor of the motion.

## **SOLICITOR'S REPORT**

Nothing to report

## **OLD BUSINESS**

None

## **NEW BUSINESS**

None

## **COMMITTEE REPORTS**

### **Budget Committee**

Mrs. Martel reported that a budget meeting is scheduled for next week.

### **Building Committee**

None

### **Operations Committee**

None

### **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.

## **COMMENTS/COMPLAINTS**

None

## **ADJOURNMENT**

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.

The meeting adjourned at 8:09 pm

**Respectfully submitted,**

**Lori A. Poorman**

**Office Manager/Secretary/Treasurer**