

FREDERICKSBURG SEWER & WATER AUTHORITY
MEETING MINUTES
April 18, 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. Jeffery Steckbeck, 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 for April 4, 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 April 1st to 13th were presented to the Board for approval to be paid in the amounts of \$155,946.43 from the Sewer Fund and \$199,115.98 from the Water Fund. Mr. Demler made a motion to pay the bills as presented in the payable's reports. Mr. Helms 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. Demler 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 to issue a residential sewer permit to 117 2nd Street when all fees are paid. Mr. Demler seconded the motion and the Board voted in favor of the motion.

Mr. Bevans made a motion to approve a credit of \$1,611.75 to account #1825 for sewer usage due to a water leak. Mr. Rudy seconded the motion and the Board voted in favor of the motion.

Mrs. Martel made a motion to approve purchase order 123 in the amount of \$7,250.00 payable to Wengert's Home Center for replacement of the front doors to the office building. 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 GES Automation quote of \$6,230.00 and Moyer Instruments in the amount of \$1,480.00 to perform emergency repairs due to a lightning strike. Mr. Rudy seconded to the motion and the Board voted in favor of the motion.

The group was reminded that incident reports are to be filled out and handed into the office as soon as possible after an incident occurs.

ENGINEER'S REPORT

Mr. Bevans made a motion to approve an invoice for Stoner Electric in the amount of \$2,345.00 for repairs at the Lickdale Road repairs. Mr. Demler seconded the motion and the Board voted in favor of the motion.

SOLICITOR'S REPORT

Mr. Fitzgibbons had no action items.

OLD BUSINESS

Mr. Bevans reminded personnel that at February 7th and 21st Board meetings personnel was reminded 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.

NEW BUSINESS

None

COMMITTEE REPORTS

Budget Committee

Mrs. Martel reported that the first quarter numbers were reviewed by Mr. Helms and herself. She reported that some numbers are high.

Building Committee

None

Operations Committee

None

Personnel Committee

Mr. Bevans reported that the committee did interview two candidates for the open position. They will be letting the Operations Committee know their recommendation.

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 7:41 pm

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