

**FREDERICKSBURG SEWER & WATER AUTHORITY
MEETING MINUTES
May 2, 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, 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 18, 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 14th to 27th were presented to the Board for approval to be paid in the amounts of \$85,854.21 from the Sewer Fund and \$27,171.47 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

Ms. Poorman requested that she be carbon copied on emails that are sent to Waste Management to cancel sludge dumpster pickups.

Ms. Poorman reminded personnel that incident reports are to be filled out and returned to the office as soon as possible after an incident occurs and that all invoices are to be mail to POB 161 and / or emailed to lpoorman@fswaonline.net.

OPERATION'S REPORT

Mr. Rudy made a motion to approve the purchase of 4 residential water meters from Rio Supply in the amount of \$1,120.00. Mr. Demler seconded to the motion and the Board voted in favor of the motion.

ENGINEER'S REPORT

Mr. Rudy made a motion to approve a change order for Stoner Electric in the amount of \$3,135.20 for wiring for the modulating valves on the UV disinfection system. Mr. Demler seconded the motion and the Board voted in favor of the motion.

Mrs. Martel made a motion to approve payment of a final invoice from Stoner Electric which covers electrical installation of the fourth UV disinfection system in the amount of \$807.50. Mr. Demler seconded the motion and the Board voted in favor of the motion.

Mr. Helms made a motion to approve payment of a final invoice from Dutchland which covers the mechanical installation of the fourth UV disinfection system, including the piping and valves in the amount of \$17,864.00. Mr. Rudy seconded the motion and the Board voted in favor of the motion.

SOLICITOR'S REPORT

Mr. Fitzgibbons had no action items.

OLD BUSINESS

None

NEW BUSINESS

Mr. Demler made a motion to purchase an American and a state flag for the office. Mr. Rudy seconded the motion and the Board voted in favor of the motion.

COMMITTEE REPORTS

Budget Committee

None

Building Committee

Mr. Bevans reported that he met with Reed Locksmith regarding security cameras for the facility.

Operations Committee

None

Personnel Committee

None

COMMENTS/COMPLAINTS

None

ADJOURNMENT

The Board went into Executive Session at 7:40 pm.

Following the executive session, the Board reconvened in public session at 8:00 pm. The Board took no action.

Mr. Bevans accepted a motion to adjourn the meeting.

The meeting adjourned at 8:00 pm

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