

**FREDERICKSBURG SEWER & WATER AUTHORITY**  
**MEETING MINUTES**  
**September 19, 2022**

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

**ROLL CALL**

Rick Rudy, Kevin Helms, Dale Bevans, Scott Gettle and Tom Demler of the Board were present. Jeffery Steckbeck, Tony Fitzgibbons, Dustin Keller and Lori Poorman were also present. Bev Martel was absent.

**COMMENTS/COMPLAINTS**

None

**MEETING MINUTES**

Mr. Helms made a motion to accept the meeting minutes as presented. Mr. Rudy seconded the motion and the meeting minutes were accepted by the Board without objection.

**TREASURER'S REPORT**

**Bills Payables** - The payables for July 27<sup>th</sup> through September 15<sup>th</sup> were presented to the Board for approval to be paid in the amounts of \$374,224.53 from the Sewer Fund and \$191,000.38 from the Water Fund. Mr. Demler made a motion to pay the bills as presented in the payable's reports. Mr. Gettle seconded the motion and the Board voted in favor of the motion.

**Financial Statement** – The financial statement was presented to the Board for approval. Mr. Helms 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. Bevans made a motion to change the current employee retirement plan with PMRA to allow employee contributions. Mr. Gettle seconded the motion and the Board voted in favor of the motion.

Mr. Rudy made a motion to accept the "traditional" 2023 Holiday schedule. Mr. Demler seconded the motion and the Board voted in favor of the motion.

Mr. Rudy made a motion to accept the "traditional" 2023 Board Meeting schedule. Mr. Demler seconded the motion and the Board voted in favor of the motion.

**OPERATION'S REPORT**

Mr. Rudy made a motion to authorize the purchase of a spare flashing beacon bulb for the west tank from SPX at a cost of \$335.00. Mr. Demler seconded the motion and the Board voted in favor of the motion.

Mr. Demler made a motion to authorize the purchase of a soft start motor for pump 1 from Envirep at a cost of \$7,383.41. Mr. Gettle seconded the motion and the Board voted in favor of the motion.

Mr. Gettle made a motion to authorize the purchase of a 2 in-process probes for SBR 2 from Hach at a cost of \$3,850.20. Mr. Rudy seconded the motion and the Board voted in favor of the motion.

**ENGINEER'S REPORT**

Mr. Bevans asked that the minutes reflect that the Board instructed Steckbeck Engineering to proceed with the Green Sand Plus filtration system and that they move the project forward as quickly as possible.

## **SOLICITOR'S REPORT**

Mr. Rudy made a motion to accept Resolution 22-8-15 regarding acceptance of the water distribution system from LSE Properties. Mr. Helms seconded the motion and Board voted in favor of the motion.

## **OLD BUSINESS**

None

## **NEW BUSINESS**

Mr. Rudy made a motion to cancel the Monday, October 3, 2022 Board Meeting. Mr. Gettle seconded the motion and the Board voted in favor of the motion.

## **COMMITTEE REPORTS**

### **Budget Committee**

None

### **Building Committee**

None

### **Operations Committee**

None

### **Personnel Committee**

None

## **COMMENTS/COMPLAINTS**

None

## **ADJOURNMENT**

The Board went into executive session at 7:50 pm

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

Mr. Rudy made a motion to give Dot Stubblebine the discussed bonus for the three weeks that Lori Poorman will be on vacation. Mr. Gettle seconded the motion and the Board voted in favor of the motion.

Mr. Demler made a motion to appoint Dustin Keller the Water and Sewer Operations Manager. Mr. Helms seconded the motion and the Board voted in favor of the motion.

Mr. Bevans made a motion to give the Water and Sewer Operations Manager a 21.4% pay increase effective immediately. Mr. Demler seconded the motion and the Board voted in favor of the motion.

Mr. Bevans accepted a motion from Mr. Rudy to adjourn the meeting. Mr. Demler seconded the motion and the Board voted in favor of the motion.

The meeting adjourned at 8:17 pm

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