

**FREDERICKSBURG SEWER & WATER AUTHORITY**  
**MEETING MINUTES**  
**October 17, 2022**

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

**ROLL CALL**

Rick Rudy, Kevin Helms, Bev Martel, Dale Bevans, Scott Gettle 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**

Mr. Bevans made a motion to accept the meeting minutes with amendments. Mr. Rudy seconded the motion and the meeting minutes were accepted by the Board without objection.

**TREASURER'S REPORT**

**Bills Payables** - The payables for September 16<sup>th</sup> through October 14<sup>th</sup> were presented to the Board for approval to be paid in the amounts of \$124,993.93 from the Sewer Fund and \$98,344.50 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**

Mrs. Martel made a motion to approve PO 127 in the amount of \$13,026.52 for GF Bowman to replace boiler #2 for the rental property. Mr. Demler seconded the motion and the Board voted in favor of the motion.

**OPERATION'S REPORT**

Mr. Bevans made a motion to authorize the purchase of a computer for the Operations Department. Mrs. Martel seconded the motion and the Board voted in favor of the motion.

Mr. Bevans reminded the group that employees in accordance with the Employee Handbook are to decline the acceptance of anything of value, no matter how small.

**ENGINEER'S REPORT**

Engineering had no action items.

Mr. Steckbeck informed the group that design and permitting continues, Mr. Steckbeck added that the DEP package should be ready to for signatures and payment by the next meeting.

**SOLICITOR'S REPORT**

The Solicitor had no action items.

The Solicitor discussed the potential new cell lease with the group. The group agreed to the Solicitor offering the site for \$3,000 per month with a 5% annual increase.

**OLD BUSINESS**

None

## **NEW BUSINESS**

Mr. Bevans made a motion to authorize the Office Manager to purchase a gift for Trish Gerdes not to exceed \$100. Mrs. Martel 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**

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 7:47 pm

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