

FREDERICKSBURG SEWER & WATER AUTHORITY
MEETING MINUTES
November 21, 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. Dustin Keller and Lori Poorman were also present. Tony Fitzgibbons was absent.

COMMENTS/COMPLAINTS

None

MEETING MINUTES

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

TREASURER'S REPORT

Bills Payables - The payables for October 15th through November 17th were presented to the Board for approval to be paid in the amounts of \$179,295.45 from the Sewer Fund and \$160,175.22 from the Water Fund. Mr. Demler made a motion to pay the bills as presented in the payable's reports. Mrs. Martel 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

Mrs. Martel made a motion to approve Resolution No. 2022-11-21. Mr. Helms seconded the motion and the Board voted in favor of the motion.

Mrs. Martel made a motion to approve the release of Letter of Credit No. 1796F in the amount of \$73,569.87 from Pennian Bank in regards to the Route 22 Storage (LSE Properties). Mr. Demler seconded the motion and the Board voted in favor of the motion.

OPERATION'S REPORT

Mr. Demler made a motion to authorize the purchase of hydrant markers from Pollard Water in the amount of \$539.60. Mr. Gettle seconded the motion and the Board voted in favor of the motion

Mr. Bevans made a motion to authorize Lori Poorman to compose a letter to Hanover Engineering/Mack Engineering regarding the water/sewer connections at the American Legion. Mr. Gettle seconded the motion and the Board voted in favor of the motion.

ENGINEER'S REPORT

Mr. Bevans made a motion to authorize Steckbeck Engineering to move forward with a geotechnical study at the Rt. 22 facility not to exceed \$7,000.00. Mr. Rudy seconded the motion and the Board voted in favor of the motion.

Mr. Rudy made a motion to authorize Steckbeck Engineering to prepare and submit a permit amendment to DEP for the sewer expansion. Mr. Helms seconded the motion and the Board voted in favor of the motion.

Mr. Demler made a motion authorize Steckbeck Engineering to move forward with his letter of recommendation to Don Zabinski. Mr. Helms seconded the motion and the Board voted in favor of the motion.

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 move forward with planning the Christmas party at the Eagle Hotel. Mr. Rudy seconded the motion and the Board voted in favor of the motion.

COMMITTEE REPORTS

Budget Committee

Mrs. Martel reported that the committee met and the numbers will be sent to Steckbeck Engineering for review.

Building Committee

None

Operations Committee

Mr. Demler reported that an interview was conducted and there were others scheduled.

Personnel Committee

None

COMMENTS/COMPLAINTS

None

ADJOURNMENT

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

The meeting adjourned at 7:22 pm

Respectfully submitted,

Lori A. Poorman

Office Manager/Secretary/Treasurer