

**FREDERICKSBURG SEWER & WATER AUTHORITY
MEETING MINUTES
March 20th, 2017**

Chairman Jim Heisey called the meeting to order at 6:30 PM.

ROLL CALL Roll call was taken by Kathy Gamble. Jim Heisey, Tom Demler, Kevin Helms, Dale Bevans, and Bev Martel of the Board were present. Jeffery Steckbeck, Kevin Snader, Kathy Gamble and Tony Fitzgibbons were also present.

COMMENTS/COMPLAINTS

No comments or complaints.

MEETING MINUTES

No corrections or alterations have been presented for the Board

TREASURER'S REPORT

Bills Payables - The payables were presented to the Board for approval to be paid in the amounts of \$35,301.75 from the Sewer Fund and \$12,264.55 from the Water Fund. Mr. Bevans made a motion to pay the bills as presented. Mr. Demler 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. Bevans 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.

OFFICE MANAGER'S REPORT

No Office Managers Report was presented.

OPERATION MANAGER'S REPORT

Mr. Snader reported that a mag meter was installed at the Monroe Valley WWTP. CM High made an electrical repair at the East Main Street pumping. Mr. Snader requested to purchase a \$750 fuel cell and 12V pump from Jonestown Ag Supply. Mr. made a motion to approve the purchase. Mr. Rudy seconded the motion and the Board voted in favor of the motion. The Omnisite budget price was \$26,600. Envirep advised the FSWA that the equipment price increased at the beginning of the year. An additional \$1,400 was requested to move forward with the installation. Chairman Heisey stated that the budget committee has the funds available. Discussion was held on multiple meters being installed on a single service line. The Board determined that a single service line will only have 1 meter.

SOLICITOR'S REPORT

Richard Schell has been sued due to failure to comply with the FSWA's mandatory connection ordinance. 3 of the 4 mortgage releases have been received for the Martin Farm land acquisition. The potential issue of Clean and Green rollback taxes has been resolved.

ENGINEER'S REPORT

Mr. Steckbeck reported that the CoLA had reached out time him. They advised him that CoLA may impose a fee for over-usage. Mr. Bevans stated that only 4 months exceeded

the monthly allowance. The annual allowance was under by nearly 10%. Mr. Demler made a motion to purchase a 6-jar lab stirrer. Mr. Bevans seconded the motion. The Board voted in favor to approve the purchase for \$3,600. A 50% completion meeting for the water filtration plant is upcoming. The operations may need to call a committee meeting in May or June. The geologist had assessed the test well site and will be scheduling the next steps in the well development.

OLD BUSINESS

Mr. Bevans reported that Lens Concrete Service will be here the week of April 10th to complete the sidewalk renovations.

NEW BUSINESS

Mr. Steckbeck presented some potential residential development that may take place within the limits of the FSWA system. The Board unanimously agreed that Mr. Steckbeck is free to participate in the land development if he chooses to do so.

COMMITTEE REPORTS

Budget Committee

The budget committee has gone through the hiring process and has recommended Lori Poorman to be hired to fill the vacant office managers position. Ms. Martel made a motion to hire Ms. Poorman to start on April 3rd. Mr. Bevans seconded the motion and the Board voted in favor.

Building Committee

Mr. Bevans raised the issue of office personnel safety and potentially installing a surveillance system. Chairman Heisey stated that the budget committee will look in into funding at their next quarterly meeting.

Operations Committee

ADJOURNMENT

Mr. Rudy made a motion to adjourn the meeting. Mr. Demler seconded the motion, and the Board voted in favor for the motion to be carried. The meeting was adjourned at 7:44 PM.

**Respectfully submitted,
Kevin Snader
Operations Manager**