

**FREDERICKSBURG SEWER & WATER AUTHORITY
MEETING MINUTES
October 15, 2018**

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

ROLL CALL

Roll call was taken by Secretary Lori Poorman. Jim Heisey, Rick Rudy, Beverly Martel, Kevin Helms, Tom Demler and Dale Bevans of the Board were present. Jeff Steckbeck, Tony Fitzgibbons, Kevin Snader and Lori Poorman were also present.

COMMENTS/COMPLAINTS

None

MEETING MINUTES

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

TREASURER'S REPORT

Bills Payables - The payables were presented to the Board for approval to be paid in the amounts of \$21,170.76 from the Sewer Fund and \$78,086.02 from the Water Fund. Mr. Bevans made a motion to pay the bills. 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. 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

Mr. Bevans made a motion to accept a \$400.00 down payment on October 19, 2018, monthly payments of \$400.00 per month due by the 10th of the month and quarterly bills paid in full each quarter by the due date in order to avoid a sheriff sale on the property at 156 Laurel Drive. Mr. Rudy seconded the motion and the Board voted in favor of the motion.

Ms. Poorman reported that a letter from Met-Ed regarding insurance claim number 3089074 had been received and had been forwarded to Greg Zinn and Cincinnati Insurance.

OPERATION MANAGER'S REPORT

Mr. Demler made a motion to buy the necessary phosphorus and nitrogen credits to avoid penalties. Mr. Bevans seconded the motion and the Board voted in favor of the motion.

Mrs. Martel made a motion to terminate John Allwein's temporary employment as of October 31, 2018. Mr. Bevans seconded the motion and the Board voted in favor of the motion.

ENGINEER'S REPORT

Mr. Steckbeck reviewed with the group the scope of work task list for the new water sources and water filtration plant.

SOLICITOR'S REPORT

Mr. Fitzgibbons reported that he was preparing a Deed of Dedication for the sewer and water facilities within the Shilling Tree Line development.

OLD BUSINESS

Mr. Heisey requested that Mr. Steckbeck present the Board with industrial waste program regulations from other Authority for the Board to review.

NEW BUSINESS

COMMITTEE REPORTS

Budget Committee

The Budget Committee will meet on October 17, 2018 at 10 am.

Building Committee

Mr. Bevans requested that the Operations Department anchor down the condenser at the side of the office building.

Operations Committee

No report

COMMENTS/COMPLAINTS

None

ADJOURNMENT

Mr. Rudy made a motion to adjourn the meeting. Mr. Helms seconded the motion, and the Board voted in favor for the motion to be carried.

The meeting adjourned at 7:27 pm.

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