

**FREDERICKSBURG SEWER & WATER AUTHORITY**  
**MEETING MINUTES**  
**November 5, 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, Kevin Helms, Tom Demler and Dale Bevans of the Board were present. Bev Martel was absent. Paul Lutzkanin, Tony Fitzgibbons, Kevin Snader and Lori Poorman were also present.

**COMMENTS/COMPLAINTS**

CJ Conapitski updated the group on pump testing.

Mr. Demler made a motion to table Bell & Evans' request for capacity. Mr. Helms seconded the motion and the Board voted in favor of the motion.

**MEETING MINUTES**

The meeting minutes from October 15, 2018 were presented to the Board. With no corrections or additions, the minutes were adopted by the Board.

**TREASURER'S REPORT**

**Bills Payables** - The payables were presented to the Board for approval to be paid in the amounts of \$141,100.63 from the Sewer Fund and \$17,507.62 from the Water Fund. Mr. Demler made a motion to pay the bills. Mr. Helms 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. Rudy seconded the motion and the Board voted for the acceptance of the financial statement as presented, pending audit.

**OFFICE MANAGER'S REPORT**

Mr. Demler made a motion to cover additional co-pays associated with the health insurance renewal under the Authorities HRA. Mr. Bevans seconded the motion and the Board voted in favor of the motion.

Ms. Poorman updated the group on claim number 3089074 for flooding at the main sewer plant and 3130854 for vandalism to generator at the old sewer plant.

**OPERATION MANAGER'S REPORT**

Mr. Rudy made a motion to sign up for the Omnisite Advantage Plan at a cost of \$990 per year. Mr. Demler seconded the motion and the Board voted in favor of the motion.

**ENGINEER'S REPORT**

The group concluded that \$40,000.00 would be included in the 2019 budget for the correction I&I issues.

Mr. Bevans made a motion that Chairman Heisey sign the Sampling Methodology Verification Statement for DEP. Mr. Rudy seconded the motion and the Board voted in favor of the motion.

Mr. Lutzkanin presented the Board with a draft of a Strong Waste Management Plan. The group tabled the discussion until the next meeting on November 19, 2018.

### **SOLICITOR'S REPORT**

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

### **OLD BUSINESS**

None

### **NEW BUSINESS**

None

### **COMMITTEE REPORTS**

#### **Budget Committee**

The Budget Committee will meet on November 14, 2018 at 10 am.

#### **Building Committee**

Mr. Bevans reported that he would contact Yeager's Fence for a quote to enclose the area around the condenser at the office building.

#### **Operations Committee**

No report

### **COMMENTS/COMPLAINTS**

None

### **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 adjourned at 8:38 pm.

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