

**FREDERICKSBURG SEWER & WATER AUTHORITY**  
**MEETING MINUTES**  
**August 19, 2019**

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

**ROLL CALL**

Bev Martel, Jim Heisey, Dale Bevans, Kevin Helms and Tom Demler of the Board were present. Rick Rudy was absent. Tony Fitzgibbons, Paul Lutzkanin, Brandon Nye and Lori Poorman were also present.

**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 were presented to the Board for approval to be paid in the amounts of \$27,257.76 from the Sewer Fund and \$68,761.79 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. Demler 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 allow Carlton Geesaman Building and Remodeling to connect to the FSWA water and sewer lateral with FSWA contingent on Bethel Township zoning approval. Mrs. Martel seconded the motion and the Board voted in favor of the motion.

Mr. Demler made a motion to accept the job description titled Full-Time Licensed Operator-Water/Wastewater. Mr. Bevans seconded the motion and the Board voted in favor of the motion.

Mrs. Martel made a motion to accept quote AAAQ4372 in the amount of \$835.75 to connect the computers the plant to the office server. Mr. Bevans seconded the motion and the Board voted in favor of the motion.

Mrs. Martel made a motion to pay an extra \$2,600.00 on loan W-0006 and \$36,000.00 on loan S-9003. Mr. Helms seconded the motion and the Board voted in favor of the motion.

Mrs. Martel made a motion to foreclose on the following properties:

Kessler – 200 Little Mountain Road  
Wright – 153 Monroe Valley Drive  
Patton – 30 Kreider Drive  
Taylor – 114 Deer Drive

Mr. Demler seconded the motion and the Board voted in favor of the motion.

Mrs. Martel made a motion to hire Lori Poorman and Dot Stubblebine to clean the rental property. Mr. Bevans seconded the motion and the Board voted in favor of the motion.

### **OPERATION MANAGER'S REPORT**

Mr. Demler made a motion to approve the purchase UV bulbs for both locations and a UV Sensor for Monroe Valley. Mr. Bevans 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 response to DEP on our Corrective Action Plan and to also authorize them to move forward with the Wastewater Treatment Plant expansion plan. Mr. Demler seconded the motion and the Board voted in favor of the motion.

### **SOLICITOR'S REPORT**

Mrs. Martel made a motion to authorize Tony Fitzgibbons to research financing options for the Wastewater Treatment Plant expansion plan. Mr. Helms seconded the motion and the Board voted in favor of the motion.

### **OLD BUSINESS**

None

### **NEW BUSINESS**

None

### **COMMITTEE REPORTS**

#### **Budget Committee**

No report

#### **Building Committee**

No report

#### **Operations Committee**

No report

#### **Personnel Committee**

No report

### **COMMENTS/COMPLAINTS**

None

At 8:00 p.m. the Board went into Executive Session.

There was no further action as a result of the Executive Session

### **ADJOURNMENT**

Mrs. Martel made a motion to adjourn the meeting. Mr. Bevans seconded the motion, and the Board voted in favor of the motion to be carried.

The meeting adjourned at 8:15 p.m.

**Respectfully submitted,**

**Lori A. Poorman**

**Office Manager/Secretary/Treasurer**