

**FREDERICKSBURG SEWER & WATER AUTHORITY**  
**MEETING MINUTES**  
**January 21, 2019**

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

**ROLL CALL**

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

**COMMENTS/COMPLAINTS**

The group explained to Mr. Mengel that they do not credit accounts for leaks which go into the sewer system.

**MEETING MINUTES**

Mrs. Martel made a motion to accept the meeting minutes as written. Mr. Demler 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 \$24,579.69 from the Sewer Fund and \$70,356.18 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. Bevans 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 authorize Zinn Insurance to increase the Authorities Water Damage policy coverage to \$100,000.00 at an additional cost of \$200.00 per year. Mr. Demler seconded the motion and the Board voted in favor of the motion.

**OPERATION MANAGER'S REPORT**

Mr. Snader reported that all systems continue to meet compliance.

Mr. Snader reported that Penn Power quoted him \$5,300.00 to replace two block heaters and an ATS controller.

**ENGINEER'S REPORT**

Mr. Steckbeck reported that work continues on pump and plant design for the filtering plant, as well as the new Disinfection Rules and that they will be working with Mr. Snader to identify potential sources of infiltration and inflow, and take appropriate action when sources are found to remedy the situation.

**SOLICITOR'S REPORT**

Mr. Fitzgibbons report that he continues to work on the Deed of Dedication for the sewer and water facilities within the Shilling Tree Line development as well as delinquent accounts and apartment rental management.

## **OLD BUSINESS**

In regards to the Industrial Waste Program, Mr. Heisey requested that Mr. Steckbeck present a condensed version to the Board.

## **NEW BUSINESS**

Mr. Bevans made a motion to adopt the Work Hours and Overtime policy as described, signed by the Chairman, with the amendment to the second last paragraph stating "up to three hours". Mrs. Martel seconded the motion and the Board voted in favor of the motion.

## **COMMITTEE REPORTS**

### **Budget Committee**

No report

### **Building Committee**

No report

### **Operations Committee**

No report

## **COMMENTS/COMPLAINTS**

Mr. Mengel requested that the Operations Department notify Bethel Township a couple of days before they will be getting a large amount of fuel from the Township pump.

## **ADJOURNMENT**

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

The meeting adjourned at 7:50 pm.

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