

FREDERICKSBURG SEWER & WATER AUTHORITY
MEETING MINUTES
February 18, 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, Rick Rudy, Bev Martel, Dale Bevans, Kevin Helms, and Tom Demler 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. 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 \$25,670.75 from the Sewer Fund and \$64,183.07 from the Water Fund. Mrs. Martel made a motion to pay the bills. Mr. Bevans 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, pending audit.

OFFICE MANAGER'S REPORT

Ms. Poorman reported that the locks on the rental property have been changed and that the FSWA website will be updated.

OPERATION MANAGER'S REPORT

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

Mr. Rudy made a motion to authorize Mr. Snader to purchase 5 boxes of PreMark manhole protection rings. Mrs. Martel seconded the motion and the Board voted in favor of the motion.

ENGINEER'S REPORT

Mr. Steckbeck reported that they will be meeting with DEP on February 22, 2019 in regards to the new chlorine residual regulations.

Mr. Steckbeck reported that he requested that Mr. Chirico supply an update, the revised schedule, and dates for meetings to restart the water and sewer negotiations.

Mr. Steckbeck presented the group with a final draft of the Strong Waste Management Plan for their review. The proposed regulations were referred to the Operations Committee for their recommendations as to whether to approve as is, to amend prior to adoption, and to determine if any additional manpower, equipment or training are needed prior to adoption of the regulations.

SOLICITOR'S REPORT

Mr. Fitzgibbons presented the group with the Deed of Dedication for the sewer and water facilities within the Shilling Tree Line development.

OLD BUSINESS

None

NEW BUSINESS

Mr. Bevans requested that the group review the sample Employee Performance Review and make comments/suggestions. Mr. Bevans would like the Board to adopt an Employee Performance Evaluation by the second meeting in March.

COMMITTEE REPORTS

Budget Committee

No report

Building Committee

Mr. Bevans reported that Yeager's Fence will be providing a quote for a fence around the air conditioning unit at the office.

Operations Committee

Mr. Demler reported that the Operations Committee will meet at 5:00 p.m. before the next Board meeting to discuss the Industrial Waste Program.

COMMENTS/COMPLAINTS

None

ADJOURNMENT

Mr. Rudy 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 7:20 pm.

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