

FREDERICKSBURG SEWER & WATER AUTHORITY
MEETING MINUTES
April 15, 2019

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

ROLL CALL

Rick Rudy, Bev Martel, Jim Heisey, 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. Bevans 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 \$113,869.48 from the Sewer Fund and \$71,286.20 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

Mrs. Martel made a motion to foreclose on the lien on the Greish property at 114 Second Street and to send a final notice to the Miller property at 141 Elk Drive. Mr. Bevans seconded the motion and the Board voted in favor of the motion.

OPERATION MANAGER'S REPORT

Mr. Snader reported that the volute press is in operation and that hydrant flushing is scheduled for 6 am on Friday, April 19, 2019.

ENGINEER'S REPORT

Mr. Steckbeck reported in regards to the 2018 Chapter 94 reports for the Little Swatara Creek WWTP and the Monroe Valley WWTP there has been no comment from DEP to date.

Mr. Steckbeck reported in regards to I/I rehabilitation, they will be starting their investigation in the Richard Hills area.

Mr. Steckbeck presented the group with the Strong Waste Permit Application Form.

SOLICITOR'S REPORT

Mr. Fitzgibbons reported that he has incorporated the Strong Waste Management Plan into the Authorities Rules and Regulations. Mr. Heisey requested that a letter be drafted to send to customers addressing the addition of the Strong Waste Management Plan to the Authorities Rules and Regulations.

OLD BUSINESS

None

NEW BUSINESS

None

COMMITTEE REPORTS

Budget Committee

The committee will meet April 17, 2019 at 10:00 a.m.

Building Committee

No report

Operations Committee

No report

Personnel Committee

Mr. Bevans requested that employees follow the Authorities' Purchase Order Procedure. Mr. Bevans informed the group that he would recommend invoking section 5.6 and/ or 5.8 of the employee handbook if the procedure is not followed.

COMMENTS/COMPLAINTS

None

ADJOURNMENT

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

The meeting adjourned at 7:48 pm.

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