

FREDERICKSBURG SEWER & WATER AUTHORITY
MEETING MINUTES
January 6, 2020

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

ROLL CALL

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

COMMENTS/COMPLAINTS

None

MEETING MINUTES

Mr. Bevans made a motion to accept the meeting minutes as written. Mr. Rudy 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 \$237,737.97 from the Sewer Fund and \$91,823.94 from the Water Fund. Mr. Bevans 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. 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

Mr. Heisey made a motion to reimburse Patricia Gerdes \$150.00 for a water certification fee and for three wastewater exam fees of \$35.00 each. Mr. Bevans seconded the motion and the Board voted in favor of the motion.

OPERATION'S REPORT

Mr. Nye report that he will be applying for PA Coalition Oral Health Community Water Fluoridation Grant.

Mr. Keller reported on two reportable incidents which occurred at the wastewater treatment plant.

ENGINEER'S REPORT

Mr. Bevans made a motion that the Chairman sign the written certification attachment to sewage facilities planning exemption module application mailer for the Housing Development Corporation. Mr. Helms seconded the motion and the Board voted in favor of the motion.

SOLICITOR'S REPORT

Mr. Bevans made a motion to authorize the Solicitor to correspond with Mr. Franzone's attorney to act on behalf of the Fredericksburg Sewer & Water Authority. Mr. Rudy seconded the motion and the Board voted in favor of the motion.

Mrs. Martel made a motion to deny Kevin Snader's request for HRA reimbursement in the amount of \$446.48 because the EOB indicates the claim was denied by the insurance company and the 90-day reimbursement period is past. Mr. Bevans seconded the motion and the Board voted in favor of the motion.

OLD BUSINESS

None

NEW BUSINESS

None

COMMITTEE REPORTS

Budget Committee

None

Building Committee

None

Operations Committee

None

Personnel Committee

None

COMMENTS/COMPLAINTS

None

ADJOURNMENT

The Board went into Executive Session at 7:55 pm.

Following the executive session, the Board reconvened in public session and took the following actions:

Mrs. Martel made motion to increase pay for the following employees as follows effective immediately:

Martin Uber to receive a 2.3% increase

Lori Poorman to receive a 3% increase

Dorothy Stubblebine to receive a 3% increase

Recently hired/promoted employees will be considered for increases on or around February 11, 2020

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

Mr. Bevans made a motion to grant Brandon Nye one additional weeks of vacation effective June 1, 2020.

Mrs. Martel seconded the motion and the Board voted in favor of the motion.

Mr. Bevans made a motion to have the Operations Department hours of coverage from 6:00 am to 3:30 pm.

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

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

Respectfully submitted,

Lori A. Poorman

Office Manager/Secretary/Treasurer