

**FREDERICKSBURG SEWER & WATER AUTHORITY**  
**MEETING MINUTES**  
**March 2, 2020**

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

**ROLL CALL**

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

**COMMENTS/COMPLAINTS**

None

**MEETING MINUTES**

Mr. Helms 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 \$154,225.20 from the Sewer Fund and \$60,725.06 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. Mr. Bevans 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.

Mr. Bevans made a motion to close the Water and Sewer Reserve bank accounts and transfer the monies into the appropriate checking account. Mr. Demler seconded motion and the Board voted in favor of the motion.

**OFFICE MANAGER'S REPORT**

Mr. Demler made a motion to reduce the EDUs at 114 – 124 North Mechanic Street from six to four EDUs. Mr. Bevans seconded the motion and the Board voted in favor of the motion.

Mr. Bevans made a motion to reduce the EDUs at 516 Camp Strause Road from six to two EDUs effective March 1, 2020 contingent that the water meter remains in use, to monitor and charge for any usage over the minimum charge for 10,000 gallons. Mr. Demler seconded the motion and the Board voted in favor of the motion.

**OPERATION'S REPORT**

Mr. Nye reported that Shannon Chemical is going to be visiting our facilities to do jar testing to make sure we are adding the correct chemical and dosage for our Manganese removal and that hydrant flushing would take place on April 10, 2020.

Mr. Nye reported that they had a slug of high strength waste which they are investigating the origin.

**ENGINEER'S REPORT**

Mr. Steckbeck reported that Steckbeck Engineering is preparing DEP permit applications for painting

of the East water tank, and installation of the temporary, stand-by fire protection pump that is needed for Bell & Evans plant 2.

Mr. Steckbeck reported that Bell & Evans received a proposal from Haines & Kibblehouse for the installation of a new ceiling system in the East Tank.

### **SOLICITOR'S REPORT**

Mr. Fitzgibbons reported that he would be developing master sewer and water agreements for both Bell & Evans and Hain Pure Protein, as well as a lease agreement for the painting and the logo for the East Tank.

### **OLD BUSINESS**

None

### **NEW BUSINESS**

Mr. Rudy requested that the Office have hand sanitizer available for customers.

### **COMMITTEE REPORTS**

#### **Budget Committee**

None

#### **Building Committee**

None

#### **Operations Committee**

None

#### **Personnel Committee**

None

### **COMMENTS/COMPLAINTS**

None

### **ADJOURNMENT**

The meeting adjourned at 7:55 pm

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.

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