

**FREDERICKSBURG SEWER & WATER AUTHORITY
MEETING MINUTES
March 16, 2020**

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

ROLL CALL

Rick Rudy, Jim Heisey, Dale Bevans, Kevin Helms, and Tom Demler of the Board were present. Paul Lutzkanin, Tony Fitzgibbons, and Lori Poorman were also present. Bev Martel and Dustin Keller attended by telephone.

COMMENTS/COMPLAINTS

None

MEETING MINUTES

Without objection the meeting minutes were accepted with unanimous consent.

TREASURER'S REPORT

Bills Payables - The payables were presented to the Board for approval to be paid in the amounts of \$20,410.08 from the Sewer Fund and \$72,263.23 from the Water Fund. Mr. Demler made a motion to pay the bills. Mr. Rudy 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

Mr. Bevans made a motion to upgrade QuickBooks to the 2020 Desktop Pro in the amount of \$299.95. Mr. Demler seconded the motion and the Board voted in favor of the motion.

Mr. Bevans made a motion to authorize the Office Manager to contact Fulton Bank in regards to reducing the letter of credit for Bell & Evans to the amount equal to the amount of the remaining debt. Mr. Demler seconded the motion and the Board voted in favor of the motion.

OPERATION'S REPORT

Mr. Nye indicated in his report that he continues to monitor email traffic from DEP and the Lebanon County Department of Emergency Services for updates regarding water safety. To date there is no concern of the COVID-19 causing any safety issues with regards to drinking water.

Mr. Keller reported that he continues to analyze industrial samples in house.

ENGINEER'S REPORT

Mr. Rudy made a motion to approve the 2019 Chapter 94 reports for Fredericksburg and Monroe Valley WWTP. Mr. Helms seconded the motion and the Board voted in favor of the motion.

Mr. Demler made a motion to approve the MBA proposal in the amount of \$3,200 to perform an interior remotely operated vehicle evaluation of the East Water Tank. Mr. Bevans seconded the motion and the Board voted in favor of the motion.

Mr. Bevans made a motion to authorize the Engineer to investigate maintenance quotes for the water towers. Mr. Demler seconded the motion and the Board voted in favor of the motion.

SOLICITOR'S REPORT

Mr. Bevans made a motion to accept three addendums for Poultry Holdings LLC, the first addendum pertains to water at the North facility, the second addendum pertains to water at the South facility, and the third pertains to sewer at the South facility. Mr. Demler seconded the motion and the Board voted in favor of the motion.

Mr. Bevans made a motion to accept the lease with Shentel as per form with amendments as necessary to meeting Engineering requirements for the removal bond. Mr. Helms seconded the motion and the Board voted in favor of the motion.

OLD BUSINESS

Mr. Bevans reported that he has made Bethel Township aware of our continued emergency remediation on Greble Road. They express their concern for school buses if the road is closed during the school year. Additionally, Bethel Township is interested in initiating a mutual aid agreement.

NEW BUSINESS

None

COMMITTEE REPORTS

Budget Committee

None

Building Committee

None

Operations Committee

None

Personnel Committee

None

Mr. Rudy made a motion to authorize the Office Manager to pay any bills for items that are necessary for the operation of the Authority for the month of April. Mr. Bevans seconded the motion and the Board voted in favor of the motion.

COMMENTS/COMPLAINTS

None

ADJOURNMENT

The meeting adjourned at 8:05 pm

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.

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