

FREDERICKSBURG SEWER & WATER AUTHORITY
MEETING MINUTES
June 1, 2020

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

ROLL CALL

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

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 for May 19th through June 1st were presented to the Board for approval to be paid in the amounts of \$146,075.00 from the Sewer Fund and \$35,481.54 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. 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 accept the revise employee handbook. Mr. Martel seconded the motion and the Board voted in favor of the motion.

The Board requested that the Office Manager receive additional quotes to maintain two boiler and a water heater in the office building.

OPERATION'S REPORT

Mr. Demler made a motion to authorize Brandon Nye to have the booster pump 4 VFD repaired or replaced by Motor Technology at a cost of \$114.00 per hour to troubleshoot (6-hour estimate) or \$6,643.60 plus shipping to replace. Mr. Bevans seconded the motion and the Board voted in favor of the motion.

Mr. Demler made a motion to authorize Dustin Keller to replace the refrigeration sled at the Monroe Valley WWTP at a cost of \$1,667.90 from WG Malden. Mr. Helms seconded the motion and the Board voted in favor of the motion.

ENGINEER'S REPORT

Mr. Steckbeck reported that they had been working with the Solicitor preparing a tank painting agreement with Bell & Evans, however, Bell & Evans cancelled the agreement. Bell & Evans has expressed interest in painting the tank in the future.

Mr. Steckbeck reported on the interior remotely operated vehicle evaluation of the East Water Tank, which indicated that the tank will not need to be paint for another three years, therefore, they are securing 10 year service contracts from water maintenance companies.

SOLICITOR'S REPORT

Mr. Fitzgibbons presented the Board with signed agreements from Poultry Holdings and reported that agreements for Bell & Evans were out for signatures.

OLD BUSINESS

None

NEW BUSINESS

None

COMMITTEE REPORTS

Budget Committee

Mr. Heisey reported that the committee will meet in July.

Building Committee

Mr. Bevans reported that he would like to schedule a facility inspection.

Operations Committee

None

Personnel Committee

Mr. Bevans reported that he would like employees to be aware of overtime, overtime should be defined as call outs and emergencies.

COMMENTS/COMPLAINTS

None

ADJOURNMENT

Mrs. Martel 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 7:40 pm

Respectfully submitted,

Lori A. Poorman

Office Manager/Secretary/Treasurer