

FREDERICKSBURG SEWER & WATER AUTHORITY
MEETING MINUTES
August 3, 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. Rick Rudy was absent. Paul Lutzkanin, Tony Fitzgibbons, Brandon Nye, and Lori Poorman were also present.

COMMENTS/COMPLAINTS

Dutchland Inc. addressed the group regarding COSTARS and the sewer plant expansion.

MEETING MINUTES

Mrs. Martel made a motion to accept the meeting minutes as written with corrections. Mr. Helms seconded the motion and the meeting minutes were accepted by the Board without objection.

TREASURER'S REPORT

Bills Payables - The payables for July 20th through August 3rd were presented to the Board for approval to be paid in the amounts of \$89,510.02 from the Sewer Fund and \$11,724.79 from the Water Fund. Mr. Bevans made a motion to pay the bills as presented in the payable's reports. 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. Bevans 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 have G.F. Bowman repair the boiler and hot water heater at a cost of \$1,394.92. Mr. Helms seconded the motion and the Board voted in favor of the motion.

OPERATION'S REPORT

Mr. Keller's report indicated that annual PM has been performed on generators at the WWTPs and PS as well as on pumps at the WWTP and Little Mountain Road PS

Mr. Nye reported that Kohl Bros. laid the wire and installed temporary control panels for Wells 7 and 8. Additionally, he reported that he has begun taking manual depth readings on the three wells every day to establish how the wells are doing with the lack of rain.

ENGINEER'S REPORT

Mr. Lutzkanin provided the Board with a quote from GES Automation Technology to replace the SCADA system at a cost of \$162,640.00 at the July 20th meeting. The group discussed the quote and ask Mr. Lutzkanin to determine what GES Automation Technology terms of payment are.

SOLICITOR'S REPORT

Mr. Fitzgibbons reported that he has been in contact with Tammi Hopkins regarding her connecting to the sanitary sewer system.

OLD BUSINESS

Mr. Heisey reported that he will work to revise the 2011 Drought Emergency Plan.

NEW BUSINESS

Mr. Bevans reported that he had made the Employee Appraisal Form fillable and asked that the Operations Committee use the form to evaluate the Chiefs in Operations.

COMMITTEE REPORTS

Budget Committee

Mr. Heisey reported that the Budget Committee had met.

Building Committee

None

Operations Committee

None

Personnel Committee

None

COMMENTS/COMPLAINTS

None

ADJOURNMENT

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

The meeting adjourned at 7:58 pm

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