

**FREDERICKSBURG SEWER & WATER AUTHORITY**  
**MEETING MINUTES**  
**January 4, 2021**

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

**ROLL CALL**

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

**COMMENTS/COMPLAINTS**

None

**MEETING MINUTES**

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

**TREASURER'S REPORT**

**Bills Payables** - The payables for December 8th through January 4<sup>th</sup> were presented to the Board for approval to be paid in the amounts of \$119,595.52 from the Sewer Fund and \$222,302.22 from the Water Fund. Mr. Rudy 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. Mr. Bevans made a motion to accept the financial statement, pending audit. Mrs. Martel seconded the motion and the Board voted for the acceptance of the financial statement as presented, pending audit.

**OFFICE MANAGER'S REPORT**

Ms. Poorman reported that there was approximately \$32,000.00 in outstanding sewer bills. She presented the Board with the CoLA water usage sheet and the December customer comment log.

**OPERATION'S REPORT**

The group clarified that COVID-19 protocol is currently in effect.

Mrs. Martel made a motion to accept the quote of \$9,689.00 from Levan Machine to replace the bed on the 2007 Chevy pickup. Mr. Demler seconded the motion and the Board voted in favor of the motion.

**ENGINEER'S REPORT**

Mr. Lutzkanin reported that the WWTP expansion project cost would be approximately \$1.7 million more than they had originally quoted and asked the Board's approval to delete the side stream equalization basin. The group decided that the discussion would continue at the next Board meeting.

**SOLICITOR'S REPORT**

Mr. Bevans made a motion to accept Resolution No. 2021-01-04 effective January 1, 2021. Mrs. Martel seconded the motion and the Board voted in favor of the motion.

Mr. Bevans made a motion to reconsider and amend Resolution No. 2021-01-04. The amendment of the charge for “metered customers quarterly sewer charge per 1,000” to \$8.75 rather than \$9.00. Mrs. Martel 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**

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.

The meeting adjourned at 7:38 pm

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