

**FREDERICKSBURG SEWER & WATER AUTHORITY
MEETING MINUTES
August 3, 2015**

Chairman Jim Heisey called the meeting to order at 6:27 PM.

ROLL CALL Roll call was taken by Secretary Jon Kees. Ron Thompson, Jim Heisey, Tom Demler, Kevin Helms, Dale Bevans and Rick Rudy of the Board were present. Paul Lutzkanin, Tony Fitzgibbons, Jon Kees and Kevin Snader were also present.

COMMENTS/COMPLAINTS – Mr. Bevans wanted to record that Walter's had given an estimate to the Anspachs for their sewer connection as a response to the Anspachs continued presence and complaints to the Board.

MEETING MINUTES – The meeting minutes from July 20th were presented, and adopted by the Board without revisions.

TREASURER'S REPORT

Bills Payables - The payables were presented to the Board for approval to be paid in the amounts of \$52,974.35 from the Sewer Fund and \$28,201.82 from the Water Fund. Mr. Bevans made a motion to pay the bills as presented. 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. Mr. Thompson 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.

OFFICE MANAGER'S REPORT – One permit has been sold in South Fredericksburg for 631 Greble Road, and Weaver Trucking has purchased their permit. The office staff has yet to hear from Tony Pajski about a sink in the break room and bathrooms. With Ms. Gamble on vacation until the 10th of the month, Mr. Kees will be tackling foreclosures and finals, as well as bill payments. Bills are due on the 10th of the month for Fredericksburg and South Fredericksburg. Mr. Rudy requested Mr. Kees to send the entire meeting packet for the financial statement and bills payable with the meeting minutes before meetings from now on.

OPERATION MANAGER'S REPORT – Mr. Snader did not have anything to inform the Board, but his report has been filed.

ENGINEER'S REPORT – Mr. Lutzkanin informed the Board that he would be able to forward the emails from the fsaonline.net email accounts to all of the Board Member's personal email accounts, if the Board would like. The Board Members all agree that that would be the best option, and Mr. Lutzkanin will work on this

matter. The restoration work is complete on Greble Road. The extra costs have been submitted to the Authority as follows:

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|---|-------------------|
| 18" Silt Sock per revised plans | \$5,035.00 |
| Certified Testing Labs – Compaction Testing | \$2,728.81 |
| Rip Rap – 344.76 tons | <u>\$6,360.82</u> |
| TOTAL | \$14,124.63 |

Mr. Heisey and Mr. Thompson questioned Mr. Lutzkanin about the amount that is extra and whether or not it needed to be approved for a change order. Mr. Lutzkanin informed the Board that he is not looking for an approval, but that he was just submitting the prices to the Authority, as had been requested. Mr. Thompson stated his dissatisfaction with the lack of communication and follow through from Joao & Bradley about the costs on estimates. The Authority requested estimates be submitted, and none were submitted. Joao & Bradley will begin working on the laterals for the Wolfe and Menzels on East Greble Road on Wednesday. Mr. Lutzkanin informed the Board that there are more houses that are going to require connections to the sewer system located on Shirksville Road. US Real Estate now has the work order to upgrade their water line to a 12" water line. US Real Estate has now begun work, and has installed cameras to cover the equipment they have on site to do the work. The directional drilling for the East Main Street Pump Station upgrade went well with no issues to report.

SOLICITOR'S REPORT – Mr. Fitzgibbons informed the Board that the letters to the customers in South Fredericksburg that have not yet connected has been successful. Mr. Fitzgibbons will work with Ms. Gamble, Mr. Kees and Mr. Lutzkanin to finalize a report on the matter for the next meeting. Mr. Fitzgibbons has drafted purchase agreement letters for sewer and water for Hain Celestial. Mr. Bevans made a motion to accept the purchase agreements for sewer and water between the Authority and Hain Celestial as to form. Mr. Thompson seconded the motion, and the Board voted unanimously to accept the motion.

At 6:54 PM, the Board went into Executive Session. The Board returned to public session at 7:15 PM with no action.

OLD BUSINESS – Mr. Thompson made a motion to submit a check for \$300 to Mr. Steckbeck as a reimbursement for the legal fees associated with the Anspach issue from the prior meetings. Mr. Rudy seconded the motion, and the Board voted in favor of the motion. Mr. Kees will write the check to Mr. Steckbeck directly since he paid it out of his own funds.

NEW BUSINESS – Mr. Bevans asked if the Authority had an answer to the Boltz questions about connection to the lateral. Mr. Fitzgibbons informed the Board that he did not believe it was the Authority's responsibility to design a connection between her pipes and her lateral. Mr. Kees informed the Board that the next meeting is scheduled to be a walkthrough of the Fredericksburg System. Mr.

Heisey suggested it would be best to look at the water system since most have already been to the new sewage treatment plant. The Meeting will have a start time at the office at 6 PM and then break for the tour. The Board will plan to begin public session at 7 PM.

COMMITTEE REPORTS

Budget Committee – Mr. Rudy made a motion to allow the budget committee to apply for a one million dollar line of credit at a financial institution. Mr. Bevans seconded the motion, and the Board voted in favor of the motion to be carried.

Operations Committee – None

Building Committee – Mr. Bevans will contact Tony Pajski about the sinks in the bathrooms and the employee break room.

ADJOURNMENT Mr. Rudy made a motion to adjourn the meeting. Mr. Demler seconded the motion and the meeting was adjourned at 7:27 PM.

**Respectfully submitted,
Jonathon Kees
Secretary/Treasurer**