

**FREDERICKSBURG SEWER & WATER AUTHORITY**  
**MEETING MINUTES**  
**December 7, 2015**

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

**ROLL CALL** Roll call was taken by Secretary Jon Kees. Jim Heisey, Kevin Helms, Tom Demler, Bev Martel and Rick Rudy of the Board were present. Paul Lutzkanin, Jon Kees and Kevin Snader were also present. Board Member Dale Bevans and Solicitor Tony Fitzgibbons were not present at the meeting.

**COMMENTS/COMPLAINTS** - None

**MEETING MINUTES** The meeting minutes from November 16th, 2015 were presented. With no additions or corrections, the minutes were 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 \$154,693.84 from the Sewer Fund and \$116,215.23 from the Water Fund. Mr. Rudy made a motion to pay the bills as presented. Mrs. Martel 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.

**OFFICE MANAGER'S REPORT** – Mr. Kees informed the Board that the office will be sending out the Monroe Valley and South Fredericksburg quarterly bills. The South Fredericksburg bills are a prorated amount for the months of October and November 2015. Mr. Kees informed the Board of a letter written to the Authority by Mr. and Mrs. Anspach requesting a refund for work completed to connect them to the sewer system. The Board decided to table the matter until the next meeting.

**OPERATION MANAGER'S REPORT** - Operations has been making progress, and the Operator's Report will be submitted as written.

**ENGINEER'S REPORT** – Mr. Lutzkanin informed the Board that the final Pay Request is almost finished, but one more piece of information is required. The amount of money to be released from Pennvest will be roughly \$380,000.

**SOLICITOR'S REPORT** – There was no report submitted from the Solicitor for this meeting.

**OLD BUSINESS** – None

**NEW BUSINESS** – None

**COMMITTEE REPORTS**

**Budget Committee** – None

**Operations Committee** – None

**Building Committee** – None

**ADJOURNMENT** Mr. Rudy made a motion to adjourn the meeting. Mr. Helms seconded the motion and the meeting was adjourned at 6:37 PM.

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