

**FREDERICKSBURG SEWER & WATER AUTHORITY**  
**MEETING MINUTES**  
**December 4, 2017**

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

**ROLL CALL** Roll call was taken by Secretary Lori Poorman. Jim Heisey, Rick Rudy, Beverly Martel, Kevin Helms, and Tom Demler of the Board were present. Dale Bevans was absent. Paul Lutzkanin, Tony Fitzgibbons, Brandon Nye, and Lori Poorman were also present.

**COMMENTS/COMPLAINTS**

No comments or complaints

**MEETING MINUTES**

The meeting minutes from November 20, 2017 were presented. With no corrections or additions, the minutes were adopted by the Board.

**TREASURER'S REPORT**

**Bills Payables** - The payables were presented to the Board for approval to be paid in the amounts of \$142,734.80 from the Sewer Fund and \$127,629.41 from the Water Fund. Mrs. Martel 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. Mr. Rudy 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.

**OFFICE MANAGER'S REPORT**

Mrs. Martel made a motion to accept the 2018 Board Meeting schedule and holiday schedule as presented. Mr. Demler seconded the motion and the Board voted in favor of the motion.

Mr. Helms made a motion to accept the Uni-Temp agreement. Mr. Demler seconded the motion and the Board voted in favor of the motion.

**OPERATION MANAGER'S REPORT**

Mr. Nye reported normal operations.

Mr. Nye reported that the Volute Press is scheduled to be delivered this week.

Mr. Nye reported that Pump #2 from the East Main Street pump station has been sent to Burkholder Pumps for repairs.

**ENGINEER'S REPORT**

Mr. Lutzkanin reported that there has not been any change regarding permit renewals from DEP.

Mr. Lutzkanin presented the Board with the Engineer's Certification for the 2018 water and sewer budgets.

Mr. Lutzkanin reported that he met with the Operations committee regarding the new water source and filtering plant. The committee approved the direction and progression of the project.

Mr. Lutzkanin reported the Kevin Snader has opted to have jar testing performed at Kruger's facilities under their controlled lab conditions.

Mr. Lutzkanin reported that the Chestnut Hill Road Water Main Extension is under construction and they are providing construction inspection services to ensure adherence to the FSWA standard specifications.

### **SOLICITOR'S REPORT**

Mr. Fitzgibbons reported that he has been coordinating with Daryl Peck of Concord Public Finance and will have proposals for \$2,000,000 in additional interim financing for the water project for consideration and approval for the January 15, 2018 board meeting.

Mr. Fitzgibbons provided a signed copy of the Jonathan Kees settlement agreement and release.

### **OLD BUSINESS**

None

### **NEW BUSINESS**

Mr. Heisey presented a letter to be sent to the Bethel Township Supervisors regarding the debt of the Camp Strauss Fire Company to FSWA. Mr. Fitzgibbons will update the lien.

### **COMMITTEE REPORTS**

#### **Budget Committee**

Mr. Demler made a motion to adopt the 2018 sewer and water budgets. Mr. Helm seconded the motion and the Board voted in favor of the motion.

#### **Building Committee**

No report

#### **Operations Committee**

Mr. Demler reported that the committee had met with Mr. Lutzkanin. Mr. Lutzkanin reported the details of the meeting.

### **ADJOURNMENT**

Mr. Rudy made a motion to adjourn the meeting. Mr. Demler seconded the motion, and the Board voted in favor for the motion to be carried. The meeting was adjourned at 7:32 p.m.

**Respectfully submitted,  
Lori Poorman  
Office Manager**