

**FREDERICKSBURG SEWER & WATER AUTHORITY**  
**MEETING MINUTES**  
**July 16, 2018**

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, Tom Demler and Dale Bevans of the Board were present. Paul Lutzkanin, Kevin Snader and Lori Poorman were also present. Tony Fitzgibbons was absent.

**COMMENTS/COMPLAINTS**

None

**MEETING MINUTES**

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

**TREASURER'S REPORT**

**Bills Payables** - The payables were presented to the Board for approval to be paid in the amounts of \$15,523.37 from the Sewer Fund and \$57,434.96 from the Water Fund. Mr. Bevans 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. Mrs. Martel made a motion to accept the financial statement, pending audit. Mr. Demler 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 the property at 2619 South Pine Grove Street is scheduled for a Sheriff's Sale on October 9, 2018 and the property at 117 West Main Street is scheduled for August 14, 2018.

**OPERATION MANAGER'S REPORT**

Mr. Snader reported that two total phosphorus samples were elevated in June which caused the monthly average to exceed compliance. A noncompliance report was sent to DEP.

**ENGINEER'S REPORT**

Mr. Lutzkanin discussed the letter received from Bell & Evans which indicates their request for water capacity for their new slaughter house.

**SOLICITOR'S REPORT**

None

**OLD BUSINESS**

None

**NEW BUSINESS**

None

## **COMMITTEE REPORTS**

### **Budget Committee**

The Budget Committee will meet July 25, 2018 at 10 am

### **Building Committee**

Mr. Bevans reported that he would be absent from the August 6, 2018 meeting.

### **Operations Committee**

Mr. Demler made a motion to adopt the first five items from the list prepared by Steckbeck Engineering as the Five-Year Capital plan and to have the Engineers move forward with developing new tapping and capacity fee options based on it. Mr. Bevans seconded the motion and the Board voted in favor of the motion.

## **COMMENTS/COMPLAINTS**

None

## **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 adjourned at 7:05 pm.

**Respectfully submitted,  
Lori Poorman  
Office Manager**