

**Kutztown Municipal Authority**  
**45 Railroad Street**  
**Kutztown, PA 19530**  
**Minutes of December 11, 2024**

A regular meeting of the Kutztown Municipal Authority was held on December 12, 2024, at the Kutztown Municipal Building, 45 Railroad Street.

The meeting was called to order at 7:00 p.m. by Mr. Don Sechler, Chairman. Members present were: Mr. Don Sechler, Mrs. Shelia Fulton, and Mr. Tim Vanek. Also in attendance: Mr. Gabriel Khalife, Authority Manager/Assistant Treasurer; Mr. Troy Smith; Public attendance: There was no public in attendance.

**Approval of Minutes**

The October 9, 2024 meeting minutes were reviewed by members. Motion by Mr. Vanek and seconded by Mrs. Fulton to accept the October 9, 2024, minutes as written. The motion passed by unanimous vote.

**Approval of Bills**

Members reviewed the list of invoices paid October 10, 2024, through December 12, 2024.

**Bills Paid October 10, 2024 – December 12, 2024**

Borough of Kutztown (Sept. Water/Sewer)	\$127,202.44
Borough of Kutztown (Sept. Sewer Mgmnt. Fee)	285.10
Borough of Kutztown (Oct. Water/Sewer)	131,325.69
Borough of Kutztown (Oct. Sewer Mgmnt. Fee)	290.91
Barley Snyder (Services thru 9/30/24)	40.00
Borough of Kutztown (Nov. Water/Sewer)	110,343.73
Borough of Kutztown (Nov. Sewer Mgmnt. Fee)	263.59
Keystone Engineering (Water/Sewer Services)	12,978.00
	<b>\$382,729.46</b>

Motion by Ms. Fulton and seconded by Mr. Vanek Hess to ratify payment of the bills and the necessary transfer of funds. The motion passed by unanimous vote.

**Review of the YTD Financial Statements and 2023 Audit.**

Mr. Khalife reviewed the statements and explained the KMA accounts are healthy to end the year. He also noted there will be an expenditure in 2025 to pay towards the Sludge Press Project.

**2025 Budget**

Mr. Khalife reviewed the KMA budget. Motion by Mrs. Fulton and seconded by Mr. Vanek to approve the 2025 Budget. The motion passed by unanimous vote.

**Off Agenda**

The 2025 meeting dates were reviewed by members. Motion by Mr. Vanek and seconded by Mrs. Fulton to approve the 2025 meeting dates. The motion carried by unanimous vote.

**ADJOURNMENT**

There being no further business to discuss, motion by Mrs. Fulton and seconded by Mr. Fulton to adjourn the meeting. The motion carried and the meeting was adjourned at 7:18PM.

Next Meeting Date: January 8, 2025.

Respectfully submitted  
Jill Remick