

THE REGULAR MONTHLY MEETING WAS HELD BY THE VIRTUAL MEETING ZOOM PLATFORM AND IN PERSON ON WEDNESDAY, OCTOBER 18, 2023, IN THE CONFERENCE ROOM AT 711 BIRKBECK STREET, FREELAND, PA. PRESENT WERE MR. KAVITSKI, MR. FISHER, MR. THOMAS, MR. TIERNEY II, THE ENGINEER, THE ATTORNEY, AND THE SECRETARY.

#### SALUTE TO THE FLAG AND MOMENT OF SILENCE

For all the bad that is going on in Israel along with thoughts and prayers for John Nonnemacher's family due to the passing of his mother.

Mr. Kavitski thanked Mr. Fisher for coming to the Authority, aligning all the screws, and anchoring the wall to the building.

#### CITIZENS PARTICIPATION

No citizens were present.

#### APPROVE SEPTEMBER MINUTES

Mr. Thomas made the motion to approve the September minutes and Mr. Fisher second. Vote 4-0.

#### APPROVE SEPTEMBER PAID INVOICES

Mr. Tierney made a motion to approve the September paid invoices for the Water Division totaling \$126,015.31, and the Sewer Division invoices totaling \$130,570.63 and Mr. Kavitski second. Vote 4-0. (Reference 2461-A).

#### CURRENT INVOICES

Mr. Tierney made a motion to approve payment of the current Water Division invoices totaling \$115,866.96, the Sewer Division invoices totaling \$86,834.67, and the Sandy Run invoices totaling \$283.11 and Mr. Kavitski second. Vote 4-0. (Reference 2461-B).

#### FINANCIAL STATUS

The Secretary reviewed the Financial Status as outlined in Reference 2461-C.

Mr. Thomas made the motion to table the 2024 Solvency Fee at this time and Mr. Kavitski second. Vote 4-0.

Mr. Fisher made the motion to take \$50,000 from ESSA Water Savings and \$50,000 from ESSA Sewer Reserve Account and start a 12-month CD at First National Bank for both entities and Mr. Thomas second. Vote 4-0.

#### SEWER DIVISION

Mr. Brendan Miller of HRG, Inc. presented the Engineering Report. (Reference 2461-D).

#### **Sewer Area**

**-SIUA and sampling stations** – Chris Ferdik of HRG via Zoom discussed the August 30<sup>th</sup> meeting with Citterio; the September 7<sup>th</sup> meeting with the EPA officials finalized the Citterio Permit with EPA approval and Special Counsel Attorney Pompo. NOV for the Foster Township Pretreatment Ordinance and the BOD limits. October 31<sup>st</sup> will be date for Permit issue. PGA permit will also be done by end of month with reporting and sampling requirements all in the permit.

EPA may have this Pretreatment Program completed by end of the year.

November 9<sup>th</sup> will be the date for meeting with Citterio and PGA for inspection of their facilities and reviewing the sampling station requirements. May have to set up a separate timeframe for each industrial user for the completion of the sampling/composite stations. Each industrial user will need a chemical usage list for the Authority. Inspections will be done at each industrial user facility with photos too.

**-NPDES Permit Renewal Work** –See Engineering Report.

-**Sludge Dewatering Upgrade Project** – Resubmittal packages from Schwing are being reviewed to resolve a change on some things.

-**ACT 537 Special Study** – No significant activities.

#### Water Area

-**Oak Street Water Storage Tank** – NPDES permit package was submitted to the Luzerne County Conservation District on May 26, 2023. DEP is now requiring that final design is completed for project so that a full Project Manual can be submitted with the PENNVEST Application, which submission is anticipated for the February 7<sup>th</sup> of 2024 application cut-off date.

A copy of the updated metes and bounds for both the easement and the property acquisition have been provided to the Solicitor.

- **Hydraulic Model Flushing Analysis** – Staci and Ryan Smith have been discussing the analysis additional information needed prior to final design. Flow reading at the yard hydrant was too high for the pitot gauge and the Authority will need to purchase a new one.

-**Update Water Division Rules & Regulations** – Meeting scheduled on October 26 to review the Water and Sewer Rules and Regulations with FMA.

-**ARPA & EPA Grant Applications** – ARPA Quarterly update was submitted on October 10<sup>th</sup>.

-**CFA Small Water & Sewer Grant and H2O Grants** – CFA meeting rescheduled for November 21<sup>st</sup>.

-**LSA Statewide Grant** – Application will be submitted on November 30<sup>th</sup> for the Centre Street Main Replacement Project.

-**LSA County Specific Grant** – Application was submitted for the mini excavator and trailer.

-**Tapping Fee Calculations** – Josh Fox of HRG is currently working on this project. Review with Authority in November to adopt in December. Discussion on the list of items requested by HRG, which they should already have, Brendan asked for the list to be forwarded to him so he can double check it.

Mr. Thomas made a motion to ratify the Official Resolution for Luzerne County LSA Grant Application for \$63,895.00 for the mini excavator and trailer and Mr. Tierney second. Vote 4-0. (Reference 2462-A).

#### WATER DIVISION

Mr. Fisher made the motion to approve the 2023 Water System Improvements Oak Street Tank Project Supplement #1 – Engineering Services \$60,000 Final Design and \$5500 Bid Phase and Mr. Kavitski second. Vote 4-0. (Reference 2462-B).

Attorney Fagan stated the revised plot plan for the land the Authority will be purchasing from Pagnotti Enterprises for the Oak Street Tank Project. There is a small section, .279 acres in Freeland Borough and 5.008 acres in Foster Township. The proposed agreement will be attached and sent to Pagnotti Enterprises. This area will be subdivided with total acreage of 5.287, the Authority will acquire a larger plot, in case of a future well or dismantling of the tank for any reason.

#### MANAGERS REPORT

Mr. Kavitski presented the Technical Manager Report. (Reference 2462-C).

Main & Green Street, 1 valve was repaired and another one needs completion.

Mr. Kavitski stated Executive Session for personnel items will be immediately following this meeting.

Mr. Clymer arrived at the meeting.

Mr. Kavitski stated Technical Manager Report needs to be shorter during the meeting. Day-to-day things should not be covered during the meeting. All items can stay on report but cover only critical things.

Mr. Kavitski stated slugs at the WWTP are still ongoing, permits approved now, and the Authority is awaiting for the whole Pretreatment Plan to be approved by the EPA. The permits will show the Industrial Users what is needed for the plan and will give them plenty of time to prepare. The Authority needs to be informed about anything out of the ordinary with the Industrial Users because it affects the WWTP. All the Authority is asking for is a phone call, so the Authority is prepared.

Mr. Kavitski explained the probes for discussion on the next quote are the same brand used by Jay Lynch from Meiser & Earl. The Authority will try this type of probe, if they work appropriately, the Authority

will switch the other wells as the other level probes need replacing. Mr. Fisher approved the motion to purchase the In-Situ Level Probes for Well 6 & 11 for \$5,525.25, along with the warranty for additional \$310.00 and Mr. Thomas second. Vote 5-0. (Reference 2463-A).

New truck quotes through Costars for the Sewer Division are being tabled currently. Mr. Fisher asked if a new plow is needed, could the current plow be used on the new truck. Should the Authority acquire a loan or purchase it outright? Board of Directors want to investigate the purchase further and have some questions answered. The 2009 Chevrolet is showing signs of wear at the fenders and underneath of the truck, is it cost worthy to repair it. Place the 2009 truck on the Municibid website with the plow is another possibility. Mr. Fisher inquired if the Authority needs to put a deposit on it until questioned are answered.

The WWTP needs a microscope to study the bugs and bacteria. Maryland Bio-Chemical recommended the AmScope Microscope highly. Mr. Tierney made the motion to approve the purchase for \$341.99 and Mr. Clymer second. Vote 5-0. (Reference 2463-B).

#### ENGINEERING INVOICES

Mr. Tierney made the motion to approve HRG Invoice #174823 \$1,781.50, Invoice #174824 \$9,601.44, and Invoice #174825 \$1,023.00 and Mr. Thomas second. Vote 5-0. (Reference 2463-C).

#### ATTORNEY REPORT

Attorney Fagan discussed Birkbeck & Johnson Streets property. A formal termination agreement was sent by the realtor to Attorney Fagan for Mr. Kavitski to sign, for the return of the \$1500.00 deposit. The tanks were to be removed prior to closing per agreement and FIDC insisted on closing within 30 days, but the tanks are still in place. Attorney Fagan asked for a drawing of the property to see if the Authority would be interested in a few of the different parcels.

A request for the Phase 1 report from the property was requested, suppose to be sent and the report was not sent to Attorney Fagan or the Authority.

DEP did an inspection of the site; the tanks were supposed to be removed and additional tanks were found and shown to DEP. Mr. Kavitski will place a call to Ms. Thomas at DEP tomorrow. Mr. Thomas thought it possible to make a phone call to news station regarding the tanks because it may turn into an environmental hazard.

Mr. Fisher made a motion to purchase parcel 3 and 3A on the map provided by the realtor for \$50,000.00 and Mr. Thomas second. Vote 5-0.

#### OPEN/OTHER ACTIONS

Board of Directors will implement a \$15.00 Research Fee beginning January of 2024, for any home or business, which needs a final bill. Mr. Tierney made the motion to implement the research fee and Mr. Fisher second. Vote 5-0.

618-620 Fern Street – The owner wants to be charged for one unit. He states he is using the whole house as a single home. The Authority has this property as a double home with two curb boxes and there were two water meters there previously. The home has two electrical meters and there were no permits issued by Freeland Borough for work on the home or to convert it from two homes to a single home. The Code Department from Freeland Borough needs to do an Occupancy Permit etc. The Board of Directors has denied the request, it stays as two units. (Reference 2463-D).

Mr. Tierney made a motion to accept T. Meyers resignation and Mr. Fisher second. Vote 5-0. (Reference 2463-E).


#### ADJOURN

Mr. Tierney made the motion to adjourn the meeting and Mr. Kavitski second. Vote 5-0.

*These minutes are certified true and correct to the best of my knowledge.*



Paul Thomas, Secretary



Carlene Troell, Non-Member Secretary