

THE REGULAR MONTHLY MEETING WAS HELD ON WEDNESDAY, FEBRUARY 20, 2019.
PRESENT WERE MR. KAVITSKI, MR. FISHER, MR. LINDSEY, CHUCK MADISON, STEWART SMITH, JR., THE SOLICITOR, AND THE SECRETARY.

SALUTE TO THE FLAG AND MOMENT OF SILENCE

The moment of silence for all the people traveling in the bad storms.

Mr. Paul Thomas arrived at the meeting at 6:03 P.M.

CITIZENS PARTICIPATION

Louise Gresh of Century 21 Select Group, Property Management Division, was present at the meeting. This company is a certified property management group that currently has three properties here in Freeland to manage. They are requesting bills stay in the owners' name but mail the bills in care of Century 21. They are responsible to collect all rent and pay all the utility bills for the legal owners of the properties. Mr. Fisher made the motion to approve Century 21 as the acting agent and Mr. Lindsey second. Vote 4-0.

APPROVE JANUARY MINUTES

Mr. Fisher made the motion and Mr. Lindsey second. Vote 4-0.

APPROVE JANUARY PAID INVOICES

Mr. Fisher made a motion to approve the January paid invoices for the Water Division totaling \$ 137,498.36 and the Sewer Division invoices totaling \$81,850.70, and Mr. Kavitski second. Vote 4-0. (Reference 2178-A).

CURRENT INVOICES

Mr. Lindsey made a motion to approve payment of the current Water Division invoices totaling \$ 60,739.40 and the Sewer Division invoices totaling \$ 30,405.35, and the Sandy Run invoices totaling \$217.90. Mr. Fisher second. Vote 4-0. (Reference 2178-B).

Mr. Kavitski asked the Board Secretary to call Kim Loftus of USDA to inquire when the payment reimbursement #17 will be given approval. USDA was out of work during the governmental shut down.

FINANCIAL STATUS

The Secretary reviewed the Financial Status as outlined in Reference 2178-C.

SEWER DIVISION REPORT

See Engineering Report Reference 2178-D.

Ms. Albert of Borton Lawson Engineering was not present at the meeting. Mr. Kavitski read from the Engineering Report.

Birkbeck St Reservoir Project

Contract #1 – LB Industries

Site restoration – inspection will be done in spring

Sampling Stations – will be installed in spring.

LB needs to turn over red line drawings because of some changes on site restoration.

No open change orders on the reservoir project.

Total remaining unbilled on Contract is \$13,437 for sampling stations.

Contract #2 – Hayden Inc.

100% completion

No change orders

FMA requested CAD file as-builts for the RTU Panels.

Well House Improvements

Contract #1 – LB Industries

Building additions at well houses 9 & 10 are 95% complete.

Perimeter fencing around Well #9 completed. Perimeter fencing Well #10 in progress with one section not installed – waiting on installation of diesel generator.

Perimeter fencing to be installed at well houses 4 & 11, 6 and extend fencing at 17.

Open Change Orders are:

Perimeter fencing installation at Wells 4, 6, 11 & 17 & pedestrian gate at well 10.

Final Price \$37,029.30

Contract #2 – Hayden Electric

New RTUs & VFDs at Wells 4, 6, 11, 9 & 10 – Keystone is reviewing. No construction has started only some temporary wiring to support the new panel installations were completed by Hayden.

Install diesel generators with concrete pads and ATS at Wells 6, 9 & 10. Revised change order and submittals provided on generators to provide back-up power for all electrical loads at well houses. No field work started. FMA to confirm standard enclosure (vs Acoustical Level 1) is acceptable.

Install ATS at Well 17 generator.

Open Change Orders are:

Revised Change Order #13 - Installation of VFDs at Well Houses 4, 6, 11, 9 & 10 Current Pricing \$ 86,570 (may change with sine wave filter).

Hayden needs to provide Updated Change Order #14 – Installation of RTU Panels Well Houses 4, 6, 11, 9, 10, 12 & 17 and Harding St and RTU at the UL Tank.

Revised Change Order #16 – Installation of Diesel Generators –now to show (1) 30 kw generator with ATS and concrete pad at Well 6 and (2) 60 kw generators with ATS and concrete pads at Wells 9 & 10. Level 1 Enclosures at Well 6 & 9. Current pricing \$117,091.

Change Order #17 ATS at Well 17 Price \$ 21,570

PA DEP Annual Wasteload Management Report (Chapter 94) & Annual CSO Report

Borton Lawson will prepare the reports. FMA will provide information to Borton Lawson to complete this process.

PA DEP Act 537 – FMA will graph and tabulate all flow metering data from Scada system flow meters. Samantha will be working with Brittany for the information gathering of the data.

Industrial Pretreatment – Samantha Albert emailed Citterio high strength surcharge information for December 2018 and January 2019. High TDS reported by Citterio USA last week due to a pump failure. FMA collected a sample from Citterio USA to have analyzed for TDS and BOD levels. FMA is awaiting the results of the sample. Samantha Albert of Borton Lawson and Attorney Fagan will prepare a letter for Citterio USA regarding the TDS levels.

Mr. Kavitski did ask Attorney Fagan to prepare a letter to PGA Inc. regarding sampling for Industrial Pretreatment which PGA has not complied to as of this date.

POTW Pretreatment Program – Samantha has the local limits attached for review. This will need to be approved and forwarded to EPA.

WATER DIVISION REPORT

Center Street Water Line Replacement – The report states to plan scheduled survey later in March or April, which of course is dependent upon the weather.

The conceptual plan for the rehabilitation of the wells done by Jay Lynch of Meiser & Earl Inc., was discussed. The Authority is going to proceed with Well #12 and obtain approval from Judith Tutino of

USDA Rural Development. Jay Lynch of Meiser & Earl will not be submitting the bid package. He will only be doing the rehabilitation plan. All Board Members agreed to have Meiser & Earl proceed with Well #12 only at this point.

Estimates for the bathroom and office area in the back room for the guys was awarded to Ahlborn Enterprises. (Reference 2180-A).

Estimates for the 3500 HD Dump Truck, Wheeler Excavator and Valve Exerciser are going to be compared with all information on the warranties and put into a package for submittal into the well project if possible. Mr. Thomas made the motion and Mr. Lindsey second for the package to be put together send to Samantha Albert of Borton Lawson and then forwarded to Judith Tutino for submission. Vote 4-0. (Ref. 2180-B).

MANAGERS REPORT

Mixer Tank at the Wyoming St PS is completed and online.
 Scada conversion is done and all on new server & being backed up with the office computers.
 Well #2 was removed by Kohl Bros.
 EQ Pump at the WWTP was rebuilt and back in service. We are waiting for a new pump to arrive.
 Biros Septic completed the job at the Wyoming St PS.
 All new modems are ordered with outside antennas.
 Ryan Smith is being taught all the regulatory reporting.

BORTON LAWSON INVOICE

Mr. Thomas made the motion to approve the Borton Lawson invoice totaling \$499.52 and Mr. Lindsey second. Vote 4-0. (Reference 2180-C).

ATTORNEY REPORT

Attorney Peter Fagan informed the board there is a union meeting tomorrow night and two board members are requested to attend to discuss the grievance that was filed by John Yefchak.

OPEN/OTHER ACTIONS

Mr. Kavitski stated the Employee Handbook and the Union Contract should be in uniform when discussing the sick day leave. The Board at this time has decided to keep the policy of using sick days for doctor & dentist appointments, sick day or taking care of a sick family member. Motion to approve the Employee Handbook made by Mr. Fisher and Mr. Kavitski second. Mr. Thomas abstained from vote because he has not read the document. Vote 3-0.

Employees are not allowed to smoke in the break/lunch room. During inclement weather, they can smoke in the specified garage area. There was a discussion to build a shelter for employees outside to keep them out of the weather when they want to smoke.

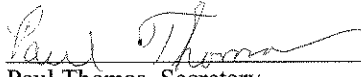
Attorney Fagan informed the Authority they can make donations not to exceed \$1,000.00. The Authority decided to donate \$250.00 to the Freeland Crime Watch Mr. Kavitski made the motion and Mr. Thomas second. Vote 4-0. (Reference 2180-D).

Jason Gartlan of Aeveen, LLC and Brian Lisiewski, PE of Pivin, LLC approached the Authority for the possible use of the land in Upper Lehigh for solar energy. During the feasibility and impact study the Authority would be paid \$10,000. During development and construction, the Authority would be paid \$15,000 and at full operation for 30 years the payment would be between \$30,000 to \$35,000 per year with the option to extend. The company must first do a feasible study and they are just asking for permission to be able to proceed with the study. Mr. Lindsey made the motion and Mr. Fisher second. Vote 4-0. (Reference 2180-E).

ADJOURN

Mr. Fisher made a motion to adjourn the meeting. Mr. Kavitski second. Vote 4-0.

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



Paul Thomas, Secretary



Carlene Troell, Non-Member Secretary