

THE REGULAR MONTHLY MEETING WAS HELD BY THE VIRTUAL MEETING ZOOM PLATFORM AND IN PERSON ON WEDNESDAY, SEPTEMBER 15, 2021, IN THE CONFERENCE ROOM AT 711 BIRKBECK STREET, FREELAND, PA. PRESENT WERE MR. KAVITSKI, MR. FISHER, MR. TIERNEY II, MR. CLYMER, THE TECHNICAL MANAGER, THE ENGINEER, THE ATTORNEY AND THE SECRETARY.

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

Prayers for all people who are suffering with the hurricanes, flooding and also the fires in California.

#### CITIZENS PARTICIPATION

No citizens were present.

#### APPROVE AUGUST MINUTES

Mr. Fisher inquired when and where the washer and dryer would be installed. Chuck Madison stated this week the floor would be cut for the piping, and they will be installed approximately where they sit now.

Mr. Fisher made the motion to approve the August minutes and Mr. Tierney second. Vote 4-0.

Mr. Thomas arrived at the meeting at 6:04 PM.

#### APPROVE AUGUST PAID INVOICES

Mr. Fisher made a motion to approve the August paid invoices for the Water Division totaling \$ 136,265.60 and the Sewer Division invoices totaling \$ 150,794.40 and Mr. Clymer second. Vote 5-0. (Reference 2320-A).

#### CURRENT INVOICES

Mr. Thomas made a motion to approve payment of the current Water Division invoices totaling \$ 70,206.42, the Sewer Division invoices totaling \$ 60,067.36, the Sandy Run invoices totaling \$ 77.55, and Lynx Invoice #632202 for \$1200.00 split evenly to each entity and Mr. Tierney second. Vote 5-0. (Reference 2320-B).

#### FINANCIAL STATUS

The Secretary reviewed the Financial Status as outlined in Reference 2320-C.

Mr. Tierney made the motion for the acceptance of the 2020 Audit and Mr. Fisher second. Vote 5-0.

Mr. Thomas made the motion for the approval of the 2022 Minimum Municipal Obligation, which is zero, and Mr. Fisher second. Vote 5-0. (Reference 2320-D).

#### SEWER DIVISION

Mr. Josh Fox of HRG, Inc. presented the Engineering Report. (Reference 2320-E).  
Mr. Fox did thank the Board for allowing him to do the meeting virtually this month.

#### Sewer Area

-Significant Industrial Users Agreements and Sampling Stations – Mr. Anthony of PGA, Inc., submitted a revised sampling plan on August 26, 2021, at the recommendation of the Engineer, Josh Fox, conditional approval was granted on August 27, 2021. Inspection was done on September 2, 2021, and a summary report was presented to the Board Members. PGA also provided a revised sampling plan with a proper signature of the Industrial Waste Survey. Sampling Plan is now in place for PGA.

The Enforcement Response Plan is being drafted and the Ordinance from Foster Township would need to be revised prior to submitting the plan to the EPA. This plan will have civil penalties which will be enforceable. Mr. Fox did ask for the Authority & Attorney Fagan to review the plan for any

recommendations with discussion through the month. The recommended local limits will be drafted for possible approval at October meeting.

-Final Clarifier Distribution Box – HRG has requested confirmation for the insurance, bonding and dispute resolution requirements to be incorporated into the contract bid documents. Attorney Fagan is currently reviewing all materials and Attorney Fagan would also like some guidance on the insurance amounts for the contractors. The Secretary will call Brown & Brown, FMA Insurance Agent, for guidance on the insurance amounts and categories.

-Sludge Pilot Program – The Engineer will call Jim Thorpe regarding the Schwing Unit, inquire about dates for visitation of their facility and the opportunity to question them about any issues with this equipment.

-Foster Township Volumetric Charges & Industrial Users Surcharge Rates – HRG is reviewing all intermunicipal agreements and has a meeting set up with the financial services team to review the charges.

#### **Water Area**

-Upper Lehigh Tank & Water System Improvements – Modeling is underway and will have an update for the October meeting.

Mr. Kavitski discussed the Ras/Was Pit at the WWTP – This is considered a confined space area according to OSHA regulations. Mr. Kavitski stressed to the Technical Manager Chuck Madison that all vendors must follow the confined space entry guidelines - forms & all equipment. FMA employees need to be trained and equipment must be ordered along with practice sessions. Air quality unit is a must.

Mr. Thomas stated Chuck Madison should call Joe Stepansky, Fire Chief, to inquire about confined space training.

Josh Fox also discussed possible use of a dry pit chopper pump system at the WWTP.

Mr. Kavitski stated Chuck Madison must start a list of items that need maintenance, log, and record every item what was done and when maintenance was completed etc.

Josh Fox mentioned the House Bill Act 597 which PMAA is against the bill. The bill states that all Authorities must have an Asset Management Plan and furnish this information to the PUC for approval. PMAA is in support of the Asset Management Plan but not the part of furnishing the information to the PUC. If this Bill is approved, the Authority would have 1 year to comply. PMAA is against PUC approving the Plan due to the fact, it could furnish the whole system to unscrupulous individuals with a right-to-know. Mr. Fox suggested the Authority start an Asset Management Plan for the Sewer Division. Mr. Kavitski informed Josh Fox the Authority sent a letter to PMAA stating the Authority is against such action.

Mr. Kavitski inquired when the permits for the Industrial Pre-Treatment Program would be issued to the two industrial users the Authority has and Mr. Fox stated the EPA must approve the Industrial Pretreatment Plan before permits can be issued.

Mr. Fisher questioned Josh Fox about the poly drums at PGA. Mr. Fox explained that PGA grinds the 55-gallon poly drums up and ships them out to another company, who in turn washes the material. PGA does not wash this product at all. Only small bottles are washed, and the cyclone sampler will do the sampling, which was not set up yet. If PGA changes operations without notification to the Authority than permit would be enforced, and the Authority can inspect the business at any time.

Wyoming St PS – discussed the Muffin Monster that needs to be replaced. Foster portion is 37% and FMA portion is 63%. The price quotes have come back very high, and the Foster Township Chairman, Gerald Brogan stated the repairs needed to be bidded out. There are COSTARS companies for this equipment and Chuck Madison will be contacting them. This will eliminate the bidding process because of the serious condition of the Wyoming St PS.

Josh Fox stated he has never seen any issues with Franklin Miller products.

Mr. Kavitski stated Chuck Madison needs to get COSTARS pricing tomorrow on this equipment so the repairs can be made to the Wyoming St PS. Chuck stated he will call August at Riordan tomorrow and will inform Foster Township with price.

Mr. Fisher stated the Authority should do a cost analysis to see if the fee for Foster Township sewer per month should be higher. If the cost analysis comes back high than the rates should be raised.

Chuck Madison informed the Board the refurbished pump from Koberlein Inc., for the Wyoming St PS was just installed today. The Muffin Monster needs to be repaired so debris does not destroy the newly refurbished pump.

Repairs to Actuator B1 and A1 are being made. Parts were ordered with Moyer to be able to rebuild the current ones and new ones are being installed. Cavanaugh will run sealtight there.

Mountaintop Paving is currently paving Maple Street.

#### WATER DIVISION

Mr. Tierney made the motion to increase the meter replacement fee to \$240.00 and Mr. Fisher second. Vote 5-0.

Mr. Kavitski inquired if the Authority does the annual inspection of water meters any longer. Chuck Madison stated the inspections are not being done at the moment and Mr. Kavitski made a suggestion that this should be put back into place for annual inspections to be completed. Mr. Kavitski stated to pick a street to start inspections i.e., Ridge Street and go from there.

#### ENGINEERING INVOICES

Mr. Tierney made the motion to approve the following invoices for payment: HRG, Inc. Invoice # 153805 for \$ 2,561.50 and HRG, Inc. Invoice # 153806 for \$ 2,838.50 for a total of \$ 5400.00 and Mr. Thomas second. Vote 5-0. (Reference 2322-A).

#### ATTORNEY REPORT

Attorney Fagan stated Foster Township Solicitor Attorney Donald Karpowich sent him an agreement to amend & extend the '99 agreement for 10 years from whatever date it's signed or until loan agreement is paid. The '99 agreement expires in 2024. Attorney Fagan stated if they are going to sell maybe the Authority needs to complete an agreement with the new people rather than get 7 years of an old agreement.

All Board Members were in agreement **not** to approve the document until Foster Township explains what they have done to stop the I & I issue and other things that were discussed with them back on August 24 of 2020. Foster Township Supervisors have not given any follow-up on any of the issues brought to their attention at that meeting. Mr. Kavitski inquired to Attorney Fagan where is the Pre-Treatment Ordinance from Foster Township that was supposed to mirror Freeland Boroughs. Foster Township still has not followed through with completion.

Mr. Kavitski stated there will be an executive session after this meeting to discuss Foster Township issues.

Mr. Clymer stated when he questions things with Foster Township, they do not respond to him, and he is supposed to represent them.

Mr. Kavitski stated Foster Township has not even formally informed the Authority that PA American is purchasing the West End Sewer System of Foster Township. PA DEP should be requiring an Act 537 for the Foster Township Sewer Sale, when will this be done?

Chuck Madison stated he was contacted by PA American early on when their company was bidding on the Foster Township system. PA American wanted to see if the Authority would sell, and Chuck Madison told PA American Representative the Authority would not be interested in selling their system.

#### OPEN/OTHER ACTIONS

Chuck Madison, Technical Manager went over his report. (Reference 2322-B).

Mr. Fisher asked Chuck Madison about all of the equipment failures lately and suggested having spare equipment for these instances. Chuck Madison stated the Authority has a lot of parts and equipment in stock but little things like fan components, no they are not stocked.

Mr. Kavitski stated this is where an Asset Management Program with a list of equipment would help tremendously.

Mr. Thomas made the motion to approve the Lynx SonicWall Upgrade for the cost of \$5,113.00 and Mr. Clymer second. Vote 5-0. (Reference 2323-A).

Mr. Kavitski stated the Authority needs to look at upgrading computers next year. The Authority needs to look at the budgets and if possible, replace a couple of computers at a time.

The Secretary informed the Board Members that several banks have been contacted and no one is offering the interest rate the Authority is receiving with First National Bank.

Mr. Clymer needed to leave the meeting at this time.

The Secretary informed the Board Members the health insurance proposals were just sent to the Authority late this afternoon. The current Highmark Blue Shield plan will be increasing by 19% at renewal of current plan.

Mr. Tierney made the suggestion of discussing the increase with employees to see if they may be willing to opt for the one of the other plans offered by Highmark at an increase of 18% or 14% with the increased deductibles.


Mr. Kavitski stated the Authority needs to obtain the renewal insurance to coincide with the Union Contract renewal. The Secretary will see if the Authority can change the renewal dates for the insurance contracts.


The executive session will also cover the insurance requirements and other documents needed for the bidding of the clarifier distribution box.

ADJOURN

Mr. Tierney made the motion to adjourn the meeting and Mr. Fisher second. Vote 4-0.

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

  
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 Paul Thomas, Secretary

  
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 Carlene Troell, Non-Member Secretary