

THE REGULAR MONTHLY MEETING WAS HELD BY THE VIRTUAL MEETING ZOOM PLATFORM AND IN PERSON ON TUESDAY, MAY 16, 2023, IN THE CONFERENCE ROOM AT 711 BIRKBECK STREET, FREELAND, PA. PRESENT WERE MR. KAVITSKI, MR. FISHER, MR. THOMAS, MR. TIERNEY II, THE TECHNICAL MANAGER, THE ENGINEER, THE ATTORNEY, AND THE SECRETARY.

SALUTE TO THE FLAG AND MOMENT OF SILENCE

HAWK HILLS MOBILE HOME COMMUNITY-JOHN RANDOLPH, ESQUIRE

Attorney Randolph, General Counsel and Levi Jekel, Partner of Hawk Hills were present via Zoom. Attorney Randolph stated there are 8 mobile homes currently in the mobile home community. On Luzerne County GIS, there are a total of 37 separate tax lots on the property according to Attorney Randolph. Attorney Randolph will submit an aerial photo of the property to the Authority. There are 37 lots that presently have hookups with water, sewer, and other utilities per Attorney Randolph. They are being billed for more homes than what are currently onsite. Back in 1999, there were 30 homes in this community per Attorney Randolph. Attorney Randolph would like billing to reflect the number of homes present and receive some type of credit on future billing. Attorney Randolph would also like confirmation from the Authority for the use of 37 EDU's and water connections allotted to Hawk Hills. (Reference 2430-A). Mr. Kavitski, Chairman, did inform Attorney Randolph that moving mobile homes into the park would need approval from Freeland Borough. Mr. Kavitski stated if there were 37 homes there in the past the sewer EDUs would still be available at Hawk Hills now. Statements that were received from Hawk Hills show 42 lots and Mr. Kavitski inquired about the difference in number. Attorney Randolph believes it is incorrect in their software called Rental Manager. Mr. Kavitski inquired with Josh Fox, Engineer and Ryan Smith, Technical Manager, if the Authority has capacity for both sewer and water connections, to which the answer was yes for both. The Board does not have a problem with granting the connections. Mr. Fisher inquired about hydrant protection in the mobile home community. Mr. Fox, the Engineer, stated private properties need to install their own hydrant protection. Attorney Randolph inquired if Hawk Hills can put a total of 37 homes in the community park as far as water and sewer connections. Mr. Kavitski said yes but Freeland Borough does need to be contacted for any type of permitting etc. Attorney Randolph thanked the Board for their time today and he requested written correspondence confirming the 37 lots via email is fine. Mr. Kavitski stated the Board is fine with this request and requested the aerial picture be sent to the Authority. Mr. Kavitski said to send all correspondence to Carlene, Office Manager, omfina@fmaws.org. Attorney Randolph and Mr. Jekel thanked the Board of Directors for their time and left the meeting.

Mr. Thomas inquired about the mobile home community if they were overcharged. The Office Manager stated Hawk Hills is being undercharged according to the Rules and Regulations. They should be charged 37 water and sewer connections because there is only 1 large water meter.

Josh Fox said the letter to Hawk Hills should state existing capacity for a standpoint with DEP because the EDUs are already available to the mobile home community.

Attorney Fagan inquired that going forward the bills are going to 37 units and Mr. Kavitski said yes, the units are going to 37 lots and send a letter along with the copies of the Water & Sewer Regulations. The Board were all in agreement.

CITIZENS PARTICIPATION

Mr. Balas of 14 Foster Avenue, Freeland, inquired about the water connection for the new building. He said he came to the Authority Office for an application and was not given one. The Office Manager explained to Mr. Kavitski that an application was not given to him because the Board wanted to speak to him about his building where Family Dollar is and the storage area in the same building. Mr. Balas stated if you don't want to give me water, I'll just drill a well.

Mr. Kavitski said on July 28th of 2021, a letter was sent regarding the water meters at 183 East South Street, which was not completed.

Mr. Balas is stating where the water comes into the building isn't a good placement for him. The floor must be jackhammered and cut and go all the way up to where the water comes into the building. There is product in the way, and he will get around to it when he can.

Mr. Kavitski stated this was discussed two years ago and that's a long time to not have something corrected. Mr. Balas said he understands that point, but he must cut the floor and run the line and it doesn't

make sense. It will get done, Mr. Balas said. The Authority has explained to him the water meters must be placed where the water service comes into the building.

Mr. Kavitski inquired about Well #7 along Graham Street. Mr. Balas stated it is the Authority that must tear down and cap it. According to the Official Minutes from September and November of 1994, the purchaser is responsible for the capping of the Well stated Mr. Kavitski. Mr. Kavitski also explained PA DEP has a procedure for capping a Well.

Mr. Balas requested a copy of the Minutes, which were given to him. Mr. Balas again stressed he does not want to have to jackhammer the floor in the building. The current meter situation is tapped off the fire suppression system and this cannot be kept this way. Mr. Balas wants to bring the line all the way to where the meters are now, and Mr. Kavitski stated the water meters are to be installed at the point where water enters a building to prevent water from being stolen also heat must be in the building to prevent the meter from freezing. Mr. Balas said you will wait until I can get the line under the floor. Mr. Kavitski asked for a timeframe of completion. Mr. Balas said he will not put a date on completion.

Mr. Kavitski stated an application would need to be filled out for the new building and returned to the Authority. Mr. Kavitski inquired about Well 7 and Mr. Balas said he will knock down the building and take the pipe out. Mr. Kavitski stated the well must be sealed because there cannot be any contamination. Josh Fox, Engineer, stated there are guidelines on PA DEP website for proper abandonment of a well. This information will be sent to Mr. Balas.

Mr. Fisher explained to Mr. Balas there are a lot of laws the Authority must abide by, and things must be handled in special ways.

The new building for Mr. Balas will be connected to the newer 8" water main. Ryan Smith, Technical Manager inquired if the curb box is still in place at the new building. Ryan Smith thought there was a new tap there, but the line would need to be replaced. Mr. Balas said he thinks it was removed when Foster Township sewer line was installed. Mr. Balas stated there are bathrooms inside, they will be washing trucks and, in the future, maybe a fire protection line.

The Board requested Mr. Balas to fill out application for new building, then obtain approval from Board and go from there per Mr. Kavitski. Mr. Balas left at this time.

Mr. Kavitski said the water meters and the situation with Well 7 must be completed. Mr. Tierney stated a reasonable amount of time must be given to him for completion, this has been ongoing for years now.

Mr. Kavitski said the Official Minutes state Mr. Balas was to do the abandonment process of the Well. Attorney Fagan said 90 days is plenty of time for him to complete this task after he receives the procedures per PA DEP for the Well. The Board said the timeframe will be the same for the water meters in his current building. Mr. Kavitski inquired about shutting off the Family Dollar Store with Attorney Fagan. Mr. Kavitski stated confirmation from Mr. Balas regarding the two matters discussed must be given to the Authority then the Board will act on new service application.

Mr. Kavitski said if he plans to wash trucks, Mr. Balas would need to put some type of wash recycling in the building due to all the TDS from truck washing.

APPROVE APRIL MINUTES

Mr. Tierney made the motion to approve the April minutes and Mr. Thomas second. Vote 4-0.

APPROVE APRIL PAID INVOICES

Mr. Fisher made a motion to approve the April paid invoices for the Water Division totaling \$125,023.60 and the Sewer Division invoices totaling \$155,077.97 and Mr. Thomas second. Vote 4-0. (Ref. 2431-A).

CURRENT INVOICES

Mr. Tierney made a motion to approve payment of the current Water Division invoices totaling \$82,649.94, the Sewer Division invoices totaling \$105,293.30, and the Sandy Run invoices totaling \$1,437.46 and Mr. Fisher second. Vote 4-0. (Reference 2431-B).

FINANCIAL STATUS

The Secretary reviewed the Financial Status as outlined in Reference 2431-C.

The Secretary informed the Board the address of 545 Front Street, Freeland was sold at a Free and Clear sale by Luzerne County. The outstanding amount will need to be charged off. The Board agreed.

Mr. Kavitski stated with the July Monthly Meeting, he has a scheduling conflict, and the meeting can be held or moved to another date. The Board were all in agreement to move the July Meeting to Wednesday July 19th.

SEWER DIVISION

Mr. Josh Fox of HRG, Inc. presented the Engineering Report. (Reference 2432-A).

Sewer Area

-SIUA and sampling stations – EPA Region 3 confirmed they are reviewing the plan, which is a 6-month process. Timeframe for approval is July or August.

-NPDES Permit Renewal Work – Permit is pending and HRG would like notification when the Authority schedules the WET test. The Authority is awaiting the Local Limits on the EPA submission.

-Sludge Dewatering Upgrade Project – Submitted to PennVest on May 3rd deadline and it anticipated to receive a funding offer at the July 19th PennVest Board Meeting. PennVest should have a decision rendered prior to the Authority July 19th Meeting so the Authority would know what type of offer was made on this date.

DEP reviewed and approved the supplemental materials submitted by HRG and has recommended PennVest proceed with the application.

-Headworks Evaluation – No update this month.

-PADEP Chapter 102 – No update this month.

-ACT 537 Special Study – No significant activities.

Water Area

-Oak Street Water Storage Tank – Public Water Supply App. submitted to PADEP on May 2, 2023.

HRG continues with preliminary design of the stormwater system and remaining permitting tasks. HRG had a pre-application meeting with PADEP to go over the PCSM and ESC approach for the project.

All Applications for the stormwater to Luzerne County Conservation will be signed tonight.

FAA has determined the proposed structure does not exceed obstruction standards and would not be a hazard to air navigation. Therefore, markings and lighting are not required to be installed on the proposed tank. On target for the August 2nd PennVest Deadline Application which means, on docket for the October 18th PennVest Board Meeting.

-Well 6 & 10 Treatment System Feasibility Study – No update this month.

-CFA Small Water & Sewer Grant & H2O Grant Application – No significant activities.

-ARPA Grant – Josh Fox thanked the Office Manager for all the effort put into the Grant Application with Brooke Semanchik for the Dark Fiber Project. All documentation was received and will be executed tomorrow for submission. The grant is 95% of the total cost of the project with the Authority matching 5%.

Quotes for Digester Cleaning – Ryan Smith discussed the two quotes, the third one was requested but not received. Biros is significantly less than Wind River (formerly Koberlein). Biros approximate cost is \$6890.00, and Wind River approximate cost is \$9670.00. Ryan Smith said obtaining three quotes is getting more and more difficult; no return phone calls or emails. Mr. Kavitski made the motion to approve the Biros quote and Mr. Fisher second. Vote 4-0. (Reference 2432-B).

Discussion on the blower parts for the Wastewater Treatment Plant still awaiting quotes.

WATER DIVISION

Fluid Pinpointing Services, Inc. met with Ryan Smith to discuss leak detection in the Freeland Water System. Leak detection would be done during daytime hours unless construction of some type or busier roadways would hamper the ability to listen for leaks. This will help with the unaccounted water. The leak today which was repaired would have shown up prior to the paving project if it was the only leak within the unaccounted water results. The project would take 5 days to complete or possibly sooner. A leak report will be generated; when a leak is found pinpointing where, date etc., and the authority will fix it.

Mr. Fisher inquired about a map of the entire system for the company to follow and Mr. Smith said yes.

Mr. Kavitski said if a leak is found, Greg is to call Ryan Smith and have the Authority workers go there and listen with a device to hear exactly what a leak would sound like for future investigations. Greg will listen to all valves and curb stops. Mr. Fisher made the motion to approve and Mr. Kavitski second. Vote 4-0. (Reference 2432-C).

Ironwood Renewables LLC – Attorney Fagan reviewed the document and found it acceptable for approval. The Board is agreeing to the process of research for possible placement of solar farm on the Upper Lehigh

land. Ironwood Renewables was informed the land is situated in Foster Township so the company would need to contact Foster Township Zoning for approval too. Mr. Tierney made the motion to approve the letter of intent for lease of 61 acres in Upper Lehigh and Mr. Fisher second. Vote 4-0. (Ref. 2433-A).

Meiser & Earl-Well 11 Pump Testing Memorandum – Mr. Kavitski stated the Authority has a VFD interference with 2 of the depth probes. Well 11 pump has not been pulled but when it does a special cable will need to be installed for VFDs so no interference will occur. Mr. Kavitski would like authorization from the Board to replace the existing cable with the special VFD cable when pumps need to be pulled. A roll of the cable will be ordered and placed into stock for this purpose. All Board Members agreed. Martin Auman of Keystone Engineering would need to be informed of this situation. (Reference 2433-B).

When Well 11 is in By-pass there is no problem with the VFD and Meiser & Earl have their own probe installed right now to try to obtain pump test results. Jay Lynch shows a discrepancy of the levels in his graphs. Mr. Kavitski inquired with Ryan Smith if Jay Lynch has correspondences with the SRBC (Susquehanna River Basin Commission) requesting more than the 99,000 gpd. Ryan Smith said Jay Lynch wants the VFD issue corrected so he can be confident in the levels of the well for the pump test. Mr. Kavitski stated that the cable needs to be pulled and replaced and when well pumps are pulled and replaced the Authority must follow the 2-page document with guidelines which were written up for installation purposes, the vendors must follow and fill out the documents. Ryan Smith wants to call PMC first prior to pulling the pump for guidance than if interference does not disappear pull pump.

Mr. Thomas questioned the “kayak” area for possible water in drought emergencies. Mr. Kavitski stated this water could only be used by Fire Departments not potable drinking water unless a filtration system was set in place. Mr. Kavitski said the Authority should be fine with water in a drought the Authority just needs to find and fix all leaks.

Mr. Kavitski asked Josh Fox of HRG if the drawing for the Oak Street Tank area is complete. So, a meeting could be set up with Pagnotti Enterprises showing the exact location for placement of the new tank.

Hydrant Meter at Sewer Plant – A hydrant meter will be placed at the Sewer Plant to track unaccounted water usage during washdowns. The employees use this hydrant at the minimum of once a week or more per Ryan Smith. Mr. Kavitski stated place order for a backflow preventer along with a check valve for the hydrant meter. Mr. Thomas made the motion to purchase the hydrant meter with check valve and add back flow preventer to the order from Exeter Supply and Mr. Tierney second. Vote 4-0. (Reference 2433-C).

MANAGERS REPORT

Ryan Smith presented the Technical Manager Report. (Reference 2433-D).

Dirty water complaints from lower end of Adams and Washington Streets, issue found at Citterio USA, from sprinkler system damage. Again, Citterio USA did not contact the Authority with this issue.

Mr. Tierney requested to reach out to Citterio USA and let them know again, they must contact the Authority with situations and issues like this.

Mr. Kavitski requested a letter to be sent to Citterio USA stating their problem caused a disturbance for our customers to have rusty/dirty water. Again, request for Citterio personnel to notify the Authority of any water or sewer issues and document with a letter each time Citterio does not notify the Authority in any matter. Ryan Smith said letter will be sent to their Pretreatment Operators and Al Augustine.

Mr. Kavitski said the pressure relief valve at the Reservoir Treatment Building must be corrected. The Authority had Borton Lawson and the manufacturer here over this matter after building was completed. Also, if or when the pump at Well 11 is pulled, install the special VFD cable stated Mr. Kavitski.

Air relief valves were found under pavement when fixing the Green Street leak and they are now documented in GIS system. Mr. Kavitski inquired if they were tested and exercised, and Ryan Smith said no not yet.

Mr. Kavitski recommends the leak detection done after the hydrant flushing. Ryan Smith will contact Greg at Fluid Pinpointing to postpone it by a week.

A discussion on Lawn Care Companies or hiring Damion Caskey for grass cutting in all areas. Ryan Smith said grass cutting is approximately 10 to 12 hours per week. Mr. Kavitski said it is more cost effective to hire a part-time person to cut grass and do odd jobs than a lawn care company.

Mr. Thomas made a motion to hire Damion Caskey for 20 hours per week and Mr. Tierney second.

Vote 4-0.

Valve orientation corrected on the blowers at the WWTP. They were improperly installed. Flo-Dar sensor repaired, installed, and working. Screws on the sludge press on lower end have been replaced.

Installation of new sludge press was not bid yet because the funding offer needs to come from PennVest first per Josh Fox. Submittals for the sludge press equipment are moving forward.

Wyoming St PS - after heavy rain event the grinder was jammed again. Dan Murphy, Sewer Plant Operator, is to call the company for a vendor site visit to inspect the muffin monster equipment.

Maryland Bio-Chemical has a sample today for re-evaluation of the filaments. Schedule of WET test is up and coming. Radioactive matter is being detected in sludge, staff recording results and notifying the sludge hauling driver. Staff are also checking the dumpster containers before and after loads.

Mr. Fisher inquired about vacancy on job situation. Water Division is down one position and advertising at Colleges and Universities with no results. Ryan Smith mentioned the Operators now are asking, once a week, about hiring someone due to being on-call more often. Discussion on possibly contacting a Head Hunter. Indeed and Zip Recruiter did not give any good candidates. Mr. Fisher inquired about LinkedIn and Mr. Tierney said it is like Indeed but with a social media function. Mr. Thomas suggested calling the Hazleton Area Career Center. Mr. Kavitski said to call Wendy at Rural Water and ask if she knew of anyone looking for a job.

ENGINEERING INVOICES

Mr. Kavitski made the motion to approve HRG Invoice #169747 \$10,528.91, Invoice #170379 \$196.00, Invoice #170595 \$840.39, Invoice #170596 \$19,719.49 and Invoice #170597 \$4,623.60 and Mr. Fisher second. Vote 4-0. (Reference 2434-A).

ATTORNEY REPORT

Attorney Fagan has nothing to report.

Mr. Fisher stated he has been in contact with the ground radar penetration company and waiting for the lot to be vacant.

OPEN/OTHER ACTIONS

The rainfall amount was a pretty good amount this month.

PenTeleData Max Resolution Camera Quote – Mr. Kavitski said the first quote is \$54,061.62 for a good camera and the second quote is \$61,584.35 for a better-quality camera also with a spare. After having a demonstration of the two different cameras the second quote can better distinguish the difference between animal and human for alerts. Mr. Tierney made the motion to approve the camera system at the cost of \$61,584.35 and Mr. Fisher second. Vote 4-0. (Reference 2434-B).

Software Toolbox (LGH Inspector) Annual Renewal Quote – The software runs with the SCADA System. Mr. Thomas made the motion to approve and Mr. Kavitski second. Vote 4-0. (Reference 2434-C).

Service Quotes for Generators – 2-hour load bank test with service to each generator after reviewing the quotes, Mr. Kavitski made a motion to approve the quote for \$8,605.00 from Modern Group Power Systems and Mr. Fisher second. Vote 4-0. (Reference 2434-D).

Mr. Fisher did ask Ryan Smith to obtain an emergency service quote on an hourly basis in case they are needed.

Mr. Kavitski stated the Authority needs to obtain contractor quotes for emergency excavation for next meeting. Ryan Smith will obtain rates from different contractors for emergency purposes. Mr. Thomas

recommends Jason Kaminsky. Mr. Kavitski stated he would be considered an emergency contractor and if needed, he would need to be available. Mr. Fisher recommended having a backup contractor, maybe contact Salnicky Enterprises.

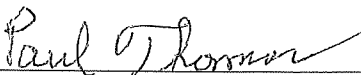
262 Highland Main Street – Install Service Line - The 262 Highland Main Street customer lives there permanently. 264 Highland Main recently purchased and threatened to cut the service line to the 262 Highland Main Street. To avoid future problems with these two addresses, Mr. Kavitski is recommending the Authority install a single service line on the 262 Highland Main Street side. Ryan Smith said the curb boxes are closer to the homes. Mr. Fisher said the Authority should install a service line to the 262 Highland Main Street side at our convenience.

The Authority will send a letter for approval from the homeowner at 262 Highland Main Street side. All Board Members agreed to install service line for 262 Highland Main after obtaining their approval.

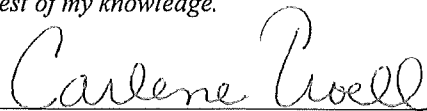
ADJOURN

Mr. Fisher made the motion to adjourn the meeting and 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