

THE REGULAR MONTHLY MEETING WAS HELD BY THE VIRTUAL MEETING ZOOM PLATFORM AND IN PERSON ON WEDNESDAY, NOVEMBER 17, 2021, IN THE CONFERENCE ROOM AT 711 BIRKBECK STREET, FREELAND, PA. PRESENT WERE MR. KAVITSKI, MR. FISHER, MR. THOMAS (VIA ZOOM), MR. TIERNEY II, MR. CLYMER, THE TECHNICAL MANAGER, THE FOREMAN, THE ENGINEER (VIA ZOOM), THE ATTORNEY AND THE SECRETARY.

SALUTE TO THE FLAG AND MOMENT OF SILENCE

For all the people throughout the country suffering from various diseases.

CITIZENS PARTICIPATION

No citizens were present.

APPROVE OCTOBER MINUTES

Mr. Thomas made the motion to approve the October minutes and Mr. Clymer second. Vote 5-0.

APPROVE OCTOBER PAID INVOICES

Mr. Fisher made a motion to approve the October paid invoices for the Water Division totaling \$ 137,616.35 and the Sewer Division invoices totaling \$ 136,019.37 and Mr. Tierney second. Vote 5-0. (Reference 2329-A).

CURRENT INVOICES

Mr. Tierney made a motion to approve payment of the current Water Division invoices totaling \$ 106,580.37, the Sewer Division invoices totaling \$ 61,023.22, the Sandy Run invoices totaling \$ 334.99, and Mr. Kavitski second. Vote 5-0. (Reference 2329-B).

FINANCIAL STATUS

The Secretary reviewed the Financial Status as outlined in Reference 2329-C.

Mr. Thomas made the motion to Approve the 2022 Water Division Budget for \$1,104,600.00 and Mr. Fisher second. Vote 5-0. (Reference 2329-D).

Mr. Tierney made the motion to Approve the 2022 Sewer Division Budget for \$1,531,500.00 and Mr. Kavitski second. Vote 5-0. (Reference 2329-E)

SEWER DIVISION

Mr. Josh Fox of HRG, Inc. presented the Engineering Report via Zoom (Reference 2329-F).

Water Area

-Staci Hartz of HRG, Inc. met with Authority staff regarding the water modeling project. Possible adjustments to the water system were discussed. This modeling will provide possibilities for other tank volume, locations, and address water age concerns.

-The Upper Lehigh boundary survey began this week with Honor Engineering Inc.

Sewer Area

-Significant Industrial Users Agreements and Sampling Stations – HRG, Inc. is requesting a conference call or Zoom Meeting with special counsel for open items.

-Final Clarifier Distribution Box – HRG has reviewed and rejected the initial submittals. Additional comments need to be addressed prior to preparing bid documents.

-Sludge Pilot Program – A tour date for Jim Thorpe needs to be finalized.

-Foster Township Volumetric Charges & Industrial Users Surcharge Rates – Tabled at this time.

The Board has tabled billing Foster & Butler Townships by volume and the increase of sewer rate at this time.

Mr. Tierney questioned if the Authority has heard anything on the Foster Township West End Sewer Sale and Mr. Kavitski stated after the Authority sent a letter to the PUC things seem to be at a standstill at this point. The PUC website has not been updated since they received the letter from the Authority. The PUC and Foster Township has not responded to the Authority regarding the letter sent to them.

Attorney Fagan informed the Board about a phone call from Attorney Karpowich, Foster Township Solicitor regarding the Pre-Treatment Ordinance. Attorney Karpowich did also inquire about the modifying agreement that was provided to Attorney Fagan last month.

Mr. Kavitski informed Attorney Fagan the Board will look at the modifying agreement once Foster Township completes the Pre-Treatment Ordinance.

John Gera General Contracting Inc., new manhole installation at Walnut & Ridge Streets, this intersection is going to be difficult due to water, sewer and UGI lines.

Mr. Fisher made the motion to approve the estimate for \$9100.00 with holding the price until Spring if it cannot be completed at this time and Mr. Tierney second. Vote 5-0. (Reference 2330-A).
Chuck Madison will speak with Mr. Gera about holding the quoted price until Spring.

FMA PROJECTS LOOKING AHEAD AND BEYOND

Mr. Kavitski handed out two spreadsheets for discussion on projects that need and should be completed in the Water & Sewer Divisions along with work on the Office Building. (Reference 2330-B).

-Water Division approximate cost for these project totals \$2,391,000.00 - Look at replacing Upper Lehigh Tank, underground electric at Well 6 & 9, Rehab Wells #11 & #17, Centre St. Replacement Line, Customer Meter Replacements, Possible New Well, Repaint Harding St Tank, need 2nd Tank first, find water leaks, talk to Jay Lynch about SRBC permit (A permit can take 1 to 5 years to renew).

-Sewer Division approximate cost for these project totals \$2,258,000.00 - Look at purchasing a new dewatering press, focus on I & I and remove from system, design & install new sludge and waste return system (PIT), Confined entry training & purchase confined entry equipment, improve screen at WWTP, automated clarifier level, TSS, ORP controls and alarm limits, replace aging equipment pumps, blowers, motors, scraper mechanisms over the next 5 years, purchase mini excavator for use in water & sewer.

-Office Building approximate cost for these projects total \$ 117,000.00 - Replacement of computers, implement work order system & maintenance management system, clean attic of old paperwork that can be shredded, new windows, office & conference room HVAC system with possible mini split systems, server upgrade and remaining computers.

Mr. Kavitski stated most vendor pricing is increasing by 7% this year due to inflation. Also, there is new regulations that may require more complex testing which we do not have the costs yet.

WATER DIVISION

Forschner Wireworks LLC estimate for the new panel was discussed. After reviewing the estimate, the Board Members have a few questions on the estimate. The Board wants to confirm the description first and vote by email to approve after the questions are answered. The estimate for the cost of the work is \$7,568.45. (Reference 2330-C).

Mr. Kavitski handed out a spreadsheet for spare parts to purchase for the Water Division. After discussion of the training equipment, new equipment and spare parts needed, Mr. Tierney made the motion to obtain all equipment on the spreadsheet with the cost not to exceed the \$117,000.00 and Mr. Fisher second. Vote 5-0. (Reference 2330-D).

ENGINEERING INVOICES

Mr. Clymer made the motion to approve the following invoices from HRG, Inc., Invoice #152747 \$227.78; Invoice #155719 \$4,176.72 and Invoice #155693 \$ 2131.50, and Mr. Kavitski second. Vote 5-0. (Reference 2331-A).

ATTORNEY REPORT

Attorney Fagan stated PGA lawsuit is being handled by Greg D. Malaska, Esquire of Young & Haros, LLC., who is doing a phenomenal job.

Mr. Kavitski inquired about the easements in the Sewer Force Main Area. HRG, Inc. had a surveyor do a survey and based on the new survey, Mr. Kavitski would like Attorney Fagan to file amended deeds based on the new survey and to attach the update to be part of the deed record.

Mr. Kavitski said to Josh Fox of HRG, Inc., their surveyor did a very good job on the new Sewer Force Main Survey.

OPEN/OTHER ACTIONS

Chuck Madison, Technical Manager went over his report. (Reference 2331-B).

Bulk Water Sales for contractors will be as follows: \$20.00 per day with the first 1,000 gallons, additional \$10.00 per 1,000 gallons same day. The Board - all agreed.

Chuck Madison also informed the Board; the Authority has three employees sitting for license testing this coming Tuesday. Ryan Gerlach and James Wolfe are testing for Sewer License and Richard Lindsey is testing for Water License. The licensed individual needs to keep up with their training hours and they receive notification from DEP. Chuck Madison has their Earthwise ID #'s to be sure they stay compliant.

The Office Manager explained to the Board Members, if the Authority renews the Health Insurance on January 1st of 2022 the insurance premium would be cheaper by \$467.66 per month – a savings of \$5,611.92 for the 2022 year. Doing the renew on January 1st would also put the health insurance in line with the Union Contract. The Board were all in agreement to renew on January 1st for the 2022 rates. (Reference 2331-C).

Mr. Tierney made the motion to approve the Esri Software for the ArcGIS computer for \$2,087.00 and Mr. Kavitski second. Vote 5-0. (Reference 2331-D).


922 South Street sent an email requesting bill forgiveness and after reviewing the billing history of the property. The Board Members were all in agreement not to forgive any amount on the bill and the lien will stay in place until the bill is paid. No water meter will be installed for water service until the bill is satisfied. (Reference 2331-E).

The Zipper Road Reconstructor, which Freeland Borough Council had a demonstration of the equipment today. The Borough inquired if the Authority would like to pay for half of the cost of the machine. Approximate cost is \$180,000 to \$190,000 for this equipment. There are many factors that need to be addressed. The cost of the machine and the need for a vibrating roller. How often would this type of equipment be used for the Authority and is it worth the cost? Is there an alternative to this machine? There are many things to consider.

ADJOURN

Mr. Fisher made the motion to adjourn the meeting and Mr. Clymer 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