

THE REGULAR MONTHLY MEETING WAS HELD BY THE VIRTUAL MEETING ZOOM PLATFORM AND IN PERSON ON TUESDAY, JUNE 20, 2023, IN THE CONFERENCE ROOM AT 711 BIRKBECK STREET, FREELAND, PA. PRESENT WERE MR. KAVITSKI, MR. FISHER, MR. THOMAS, MR. TIERNEY II, MR. CLYMER, THE TECHNICAL MANAGER, THE ENGINEER, THE ATTORNEY, AND THE SECRETARY.

SALUTE TO THE FLAG AND MOMENT OF SILENCE

CITIZENS PARTICIPATION

Mr. Balas, 14 Foster Avenue, inquired about the tap on fee for the new building. The Board explained to him it will be determined at tonight's meeting and the Technical Manager will be in contact with him.

APPROVE MAY MINUTES

Mr. Fisher made the motion to approve the May minutes and Mr. Tierney second. Vote 5-0.

APPROVE MAY PAID INVOICES

Mr. Thomas made a motion to approve the May paid invoices for the Water Division totaling \$160,277.14, and the Sewer Division invoices totaling \$158,682.40 and Mr. Tierney second. Vote 5-0. (Ref. 2437-A). Mr. Fisher inquired about the paid bill to Calello's Service Station and the Secretary explained the amount is gasoline and inspection fees for the Water Division trucks.

CURRENT INVOICES

Mr. Tierney made a motion to approve payment of the current Water Division invoices totaling \$109,369.31, the Sewer Division invoices totaling \$99,820.16, and the Sandy Run invoices totaling \$768.84 and Mr. Thomas second. Vote 5-0. (Reference 2437-B).

Mr. Kavitski inquired if the electric accounts have seen the discounted rate and the Secretary explained the credit for the accounts has not taken place yet.

FINANCIAL STATUS

The Secretary reviewed the Financial Status as outlined in Reference 2437-C.

Mr. Tierney inquired about the balances and the Secretary explained the account balances are the prior month ending balances.

Mr. Fisher inquired about a variance in the Sewer Division on Budget spreadsheets. The Secretary explained the Sewer Sales are going to look like its behind because PA American Water pays their invoices after the month has ended and their contract states their invoices are due in 30 days.

SEWER DIVISION

Mr. Joseph Bluge of HRG, Inc. presented the Engineering Report. (Reference 2437-D).

Sewer Area

- SIUA and sampling stations – EPA Region 3 still reviewing the Pretreatment Plan. HRG looking to develop a long-term plan for sampling parameters.
- NPDES Permit Renewal Work – See Engineering Report.
- Sludge Dewatering Upgrade Project – HRG has submitted all documents to PENNVEST on May 3, 2023. The Authority anticipates a funding decision on July 19th after the PENNVEST Board Meeting.
- Headworks Evaluation – No update this month.
- PADEP Chapter 102 – No update this month.
- ACT 537 Special Study – No significant activities.
- Tap Fee Calculations – Meeting scheduled with Office Manager to review information. HRG expects to have a proposal for the July 19th meeting.

Water Area

-Oak Street Water Storage Tank – The NPDES permit package was submitted to Luzerne County Conservation District on May 26, 2023. Waiting for permits to be received to apply for PENNVEST funding.

-Hydraulic Model Flushing Analysis – Will be discussed later in meeting.

-Update Water Division Rules & Regulations – Discussion later in meeting.

-ARPA & EPA Grant Applications – ARPA Grant was received for the Dark Fiber Project and documentation was sent to the Authority for execution of the ARPA Grant Subrecipient Agreement.

-CFA Small Water & Sewer Grant and H2O Grants – No significant activities this month.

Sewer Reconnection Fee – Hawk Hills Mobile Home Park, Atty. Randolph is under the impression a vacant lot with a sewer lateral sticking out of ground with no cap on it and by capping the lateral it disconnects the sewer line.

The sewer laterals all should have been capped after the mobile homes were removed. The rainfall should not go into the sewer lateral; it is illegal, due to the I & I, which goes to the Wastewater Treatment Plant. Mr. Kavitski explained to the Board Members, to disconnect the sewer, you physically must dig the sewer line and separate it. Attorney Randolph thinks if the laterals are capped, he does not have to pay for the sewer EDU.

Mr. Thomas said the Mobile Home Park wants the 37 EDUs so he must pay for them.

The Board all agreed Hawk Hills must pay for all EDUs and Attorney Fagan needs to send a letter to them.

Attorney Fagan informed the Board he sent a letter regarding the I & I. Attorney Randolph did call and speak to Attorney Fagan about capping all the sewer laterals. Attorney Randolph asked if the Board would reconsider another way concerning the EDUs. Attorney Randolph thought the cost to dig to disconnect and then to reconnect was too excessive.

Mr. Kavitski stated Rules & Regulations were updated and Attorney Randolph needs to follow them. The Authority is all for new customers. The Rules state you pay for the EDU, or you disconnect from the sewer. Mr. Thomas said if they want to give up the EDUs that's fine but when they decide they want them again, they may not be available. Mr. Kavitski stated the EDUs should be available later unless some type of development comes into the area, but he needs to understand that capping the sewer lateral was a legal responsibility to them.

Mr. Kavitski stated the Rules & Regulations say physical disconnection is defined, in all cases, as the capping of the lateral pipe at the structure end and at the sewer connection end, which the customer is responsible for the cost. The Authority will have to inspect the work.

Attorney Fagan inquired if Attorney Randolph called to speak to Ryan Smith, Technical Manager and Ryan said he has not spoken to Attorney Randolph. Attorney Fagan inquired by capping at the top that is only taking care of the structure end and Mr. Kavitski said correct.

Mr. Kavitski asked for suggestion to establish a sewer reconnection fee. Mr. Fisher made the motion for a \$35.00 sewer inspection/reconnection fee and Mr. Thomas second. Vote 5-0. (Reference 2438-A).

US Jetting LLC – Service Quote for Sewer Jetting Equipment – Technical Manager presented the quote from the manufacturer of the equipment. Mr. Tierney made the motion for approval and Mr. Kavitski second. Vote 5-0. (Reference 2438-B).

Sewer Tap-On Fee - Residential, Commercial, and Industrial – Tabled at this time.

WATER DIVISION

HRG Proposal Hydraulic Model Flushing Analysis – HRG will provide a memorandum summarizing the work completed, results from the flushing analysis and exhibits indicating sequence of operation for the flushing events within 10-week timeframe for a not to exceed \$5000.00. Mr. Kavitski stated quote seemed a little high because HRG already has a water model of system completed. Mr. Kavitski inquired with the Technical Manager, if this Hydraulic Model Flushing will help and how is the Authority going to measure the effectiveness. Ryan Smith said through testing, and he believes it will help if the Authority can obtain the valves that are needed through the exercising program now. Ryan Smith requested this analysis because he thought there was a map, which showed flow of system and there is not one. Ryan Smith thinks this will get more debris out of the system and get the Authority closer to its goal. Testing of parameters after flushing and compare to the next flush after the analysis. Ryan Smith said this will increase the length of time for flushing.

Mr. Tierney asked Joe Bluge of HRG the results of this type of analysis work. Mr. Bluge said the analysis are successful by managing the most velocity to blow debris out of the hydrants. Mr. Bluge stated this should increase the success of flushing.

Mr. Thomas recommended doing the analysis due to trying all other options.

Mr. Kavitski made a motion to do the Hydraulic Model Flushing Analysis and Mr. Thomas second. Vote 5-0. (Reference 2439-A).

HRG Proposal for Update of Water Rules and Regulations – Mr. Thomas made a motion to update the Rules and Regulations for the Water Division with the quote as a not to exceed \$5600.00 and Mr. Clymer second. Vote 5-0. (Reference 2439-B).

Ironwood Renewables Option to Lease – Attorney Fagan reviewed the agreement, and he has issues with some of the things. For example, the guarantee of nothing buried there, guarantee of no septic etc. Attorney Fagan wants to reach out to Ironwood to explain the concerns. Attorney Fagan stated they want exclusivity also but there are other tower users in the area. Attorney Fagan will reach out to Ironwood this month regarding these matters. This is tabled until these items are taken into consideration.

Water Tap-On Fee Residential, Commercial, and Industrial – The Authority has a Residential Fee, but nothing established for Commercial and Industrial. HRG will develop Tap-On fees.

Mr. Kavitski inquired if there is a curb stop present and Ryan Smith said there was one present but after Greenland Construction installed Foster Sewer Line, it was damaged.

Mr. Kavitski inquired if Ryan Smith has tested a ¾" inch to see what the flow rate is, and Ryan Smith said he has not tested any line. Mr. Kavitski also inquired what is the pressure in that area. Ryan Smith thought approximately 80 PSI or a little more.

Mr. Fisher stated ¾" line is a residential line so the Balas application should be \$1500.00. Mr. Kavitski explained to the Board from the curb stop into the building the customer must complete. Mr. Balas inquired what the connection fee would be.

Mr. Kavitski explained to the Board, Mr. Balas must do a wash recycling, if he is washing the trucks in the building, if not it will increase TDS at the WWTP. Mr. Kavitski explained to the Board the amount of water Mr. Balas requested on his application would be for a one-inch line, but the Authority does not have a Commercial Rate right now.

Ryan Smith will need to question Mr. Balas as to what he will use the water for to determine the actual amount of flow he will need and a future sprinkler system would be a separate application, which means a meter vault and a bigger line.

Mr. Bluge mentioned the fire protection system would need to be designed by someone, drawings submitted to the Authority and then approved.

Mr. Kavitski said get pricing for new line from main to corp, also need any additional material pricing and labor to install.

Mr. Thomas recommends obtaining the information from Balas and then the Board can do a phone or email survey to authorize. This will be added to the residential tap on fee.

Mr. Bluge stated Authorities do a tap-on fee and a connection fee for new service. Tap-on fee is based on debt service, system worth etc. and connection fee is based on cost to install service inground with tiered for service line size.

MANAGERS REPORT

Ryan Smith presented the Technical Manager Report. (Reference 2439-C).

Asbestos waiver with PADEP had expired, NOV issued, the waiver was not renewed. Samples must be done every nine years. Samples need to go to a lab 5 hours away, drive time, need to arrive prior to hold time expiring. Overnight with UPS or FedEx could be expensive – shipping, cooler and dry ice. It would be better to have one of the guys drive to the laboratory, RJ Lee near Pittsburgh.

Mr. Kavitski inquired about obtaining a waiver again. Ryan Smith said he did receive the forms to be filled out and one of the requirements is zero asbestos pipe.

SRBC Grandfather Certificate received, they cut the water production by 771,000 gallons per day.

Mr. Kavitski asked Ryan Smith to contact Jay Lynch and have him attend a meeting. The Authority spent a lot of money rehabbing wells, and he was to obtain a permit for additional flows. Why rehab a well if you cannot use the flow stated Mr. Kavitski. Ryan Smith discussed the well gpd totals and Mr. Kavitski stated a timer needs to be put in place to alternate the pumping of the wells, so we do not produce more than SRBC allotted.

Mr. Fisher inquired how does SRBC determine the gpd for each well. Mr. Kavitski stated they use prior records which may not have been accurate, and Jay Lynch was to explain all of this to SRBC, so the Authority would receive a higher allotted yield.

Fluid Pinpoint was here for 2 days. Leaks found - one on Centre Street and one on Main Street going toward Upper Lehigh. Ryan Smith is recommending Fluid Pinpoint come back at least one more day due to some valves being inaccessible. The valves were buried, and Fluid Pinpoint marked which valves and locations.

Fire Department looking to install new service line from Centre Street into building. They contacted Gera Contracting regarding this matter. They are concerned with the old Borough Building being vacant and their water line coming from that side of the building.

Jesse Terray took the DEP Water Operator Exam and passed the test.

Quotes for paving the Front Street Main Break Area – Three quotes – Mountaintop Paving, Pennsy, and M & J Excavation Inc. Mountaintop Paving does not have a milling machine, which would require the Authority to obtain milling for Mountaintop to complete the job. PennDOT requires a 25-foot x 25-foot section to be milled and then paved.

M & J quote does not include the concrete, if required by PennDOT, so the quote would be additional monies. An inspector must come three days prior to the repair, and he will determine if the concrete is required at that time.

Mr. Tierney made the motion to approve the M & J quote for \$14,554.00, with additional cost of concrete to be determined, and Mr. Fisher second. Vote 5-0. (Reference 2440-A).

Mr. Fisher inquired where on Centre Street was the leak and he was informed it is at the 700-block area.

Emergency Repair Contractors – M & J provided hourly rates of equipment and manhours with no retainer, just a signature agreeing to the rates provided. Jason Kaminsky was contacted, and he said he would be available for emergency excavation, with help from Authority employees and no retainer required. John Gera Contracting was contacted, and he stated he would be available with no retainer required.

Mr. Thomas recommended Jason Kaminsky with help from Authority staff.

Mr. Kavitski recommended breaking from Manager Report and discussing Oak Street Tank Area Land with Mike Brannon of Pagnotti Enterprises.

Mr. Brannon spoke to their Engineer and Attorney regarding the land, which would be 2 acres of land with an easement, Pagnotti Enterprises is very willing to work with the Authority in whatever is needed. The price will be \$5000 per acre.

The Secretary emailed a map with coordinates and GPS markings to Pagnotti Enterprises via email.

Mr. Kavitski stated the area Pagnotti Engineer marked on the handheld table is the area needed.

Mr. Brannon inquired how soon will the project go forward, and Mr. Kavitski stated the Authority is working on obtaining the permits and awaiting the PENNVEST July meeting for funding. Bidding and Advertising would probably be by end of the Summer with construction early Fall. Pagnotti Attorney David Swisher and Attorney Fagan will work together for easement.

Mr. Kavitski stated there is other land the Authority may be interested located in Upper Lehigh. The land that abuts the Authority property, but the Authority is not ready for this yet. Mr. Brannon stated Pagnotti Enterprises is always willing to work with the Authority.

Mr. Kavitski stated the Authority will put a gate at the end of Oak Street to isolate the area. Mr. Brannon did mention a gate may have neighbors upset because Pagnotti was going to gate the area a while ago. The hunting club was going to install a gate and the neighbors stopped them from installing one too. Mr. Brannon stated all they want to do is control the quad riding with the people coming from out of the area. Mr. Kavitski stated the neighbors may have to deal with DEP regarding the gate. Mr. Brannon stated Pagnotti Enterprises would need a key for access to their property, which the Authority will do. The hunting club will not have a key to this gate. Mr. Brannon stated the hunting club keeps a good eye on the land in the area.

Mr. Thomas made a motion to purchase the two acres at \$5000.00 per acre with an easement and Mr. Fisher second. Vote 5-0.

Continue Technical Manager Report

Sewer Report – sewer backup behind Lora's, lateral had significant debris, but clog found after connection to main near YMCA. The Authority will camera this line and customer has not contacted the Authority at this time. Not sure exactly what caused the issue, opened manhole right after clog broke free.

Consideration to install additional manhole in the area.

Riordan grinder at Wyoming St PS – Manufacturer on site for troubleshooting of grinders getting jammed. Hydraulic line pressure spikes and shuts unit down. Hydraulic motor and system are the problem or reversing valve.

Mr. Kavitski recommends contacting Muffin Monster since the hydraulic motor & system is their unit and let them troubleshoot the problem.

Ryan Smith said the one representative from Riordan was recommending an electric power head for grinder. Mr. Kavitski stated electric versus hydraulic power head, the hydraulic normally is stronger. Filaments are WWTP. Mr. Kavitski stated when magnesium hydroxide was fed at the Wyoming St PS the WWTP never looked better. The employees do not like to use this chemical because it takes a lot of maintenance, it gets thick like a batter. If you want the filaments to go away, I recommend using the mag. hydroxide at the Wyoming St PS again. Ryan Smith said the filaments are from low pH and low DO.

Mr. Kavitski stated mag hydroxide will fix the low pH and need alkalinity. Ryan Smith said the filaments do not like anything above a 7.2 on pH. Mr. Kavitski said high alkalinity is not a problem, low is.

Mr. Kavitski said the Maryland Bio Chemical Rep was here and what was said about the filaments. Ryan Smith stated the Rep told us the filaments were severe. What is the cause of the filaments asked Mr.

Kavitski. Low DO and low pH responded Ryan Smith. Magnesium Hydroxide is being used at the aeration zone because of the low pH.

Testing is being done here at the Authority and all results vary from the laboratory sample results and differ greatly. HACH testing supplies have not responded to the Authorities inquiry on this matter. Mr. Kavitski stated you cannot fix a problem if you do not know where it is.

Fat, Oil & Grease (FOG) filaments love it, and it shows on all the slides all the way from Citterio per Ryan Smith. This was the reason for the magnesium hydroxide at the Wyoming St PS said Mr. Kavitski. A buffer must be created. Hydration test at the aeration zone shows low pH. Mr. Bluge is concerned about this situation. A possibility is too many solids.

WET test is on schedule for next week.

Mr. Kavitski asked if Maryland Bio Chemical Rep stated what the filament actually was?

Ryan Smith said the species is in the report and a copy of the report was sent to you. According to another employee the filaments have always been a problem at the plant and Mr. Kavitski wants to know why the Authority did not fix the problem. Mr. Kavitski stated the Authority needs to get a handle on this situation. Ryan Smith is obtaining quotes for the Wyoming St PS for cleaning. PA American Water was contacted regarding the cleaning at the PS and they recommended Environmental Cleaning Services.

ENGINEERING INVOICES

Mr. Tierney made the motion to approve HRG Invoice #171179 \$8,883.50, Invoice #171180 \$1,265.40, and Invoice #171449 \$1,036.00 and Mr. Thomas second. Vote 5-0. (Reference 2441-A).

ATTORNEY REPORT

Attorney Fagan stated all items were already covered during the meeting.

Mr. Kavitski inquired if Attorney Fagan would contact the Freeland Industrial Development Corporation. Ask for permission to investigate 5 areas approximately 4 feet deep, to see what they are exactly. These were discovered by ground penetrating radar. One tank was not empty and seemed to contain motor oil. Attorney Fagan would think they would want an addendum making the Authority responsible for any employee who was hurt there.

Mr. Kavitski would like the Authority to be able to obtain the land to stop any type of contamination.

Mr. Tierney would like to see something in writing from the Development Corporation.

OPEN/OTHER ACTIONS

Synergis Software (Civil 3D) annual renewal cost is \$2,967.34, Mr. Thomas made the motion to approve and Mr. Kavitski second. Vote 5-0. (Reference 2441-B).

Zola's Preventative Maintenance & Cleaning for the three ductless units in the back-office area and one unit at the sewer plant for total of \$620.00, Mr. Thomas made the motion to approve and Mr. Clymer second.

Ryan Smith stated J. Terray took care of the units already. Mr. Thomas rescinded the motion. Mr. Thomas inquired about the ducts of the regular AC being cleaned and the Office Manager said ductwork not cleaned only the units were serviced. Mr. Thomas said the Legion had Stanley Steamer clean the ductwork there.

Mr. Kavitski inquired with all the Board Members about changing the Monthly Meetings back to the third Wednesday of every Month. Mr. Kavitski made the motion to return the meetings to Wednesday and Mr. Tierney second. Vote 5-0.

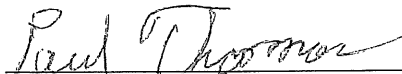
This will start in the month of July. The meetings will be advertised in the legal section of the Standard-Speaker newspaper, on the front door and website.

Mr. Kavitski stated the Board was going into Executive Session to discuss personnel issues.

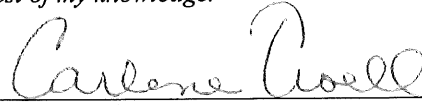
ADJOURN

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