

THE REGULAR MONTHLY MEETING WAS HELD BY THE VIRTUAL MEETING ZOOM PLATFORM ON WEDNESDAY, JULY 15, 2020. PRESENT WERE MR. KAVITSKI, MR. FISHER, MR. THOMAS, MR. CLYMER JR., CHUCK MADISON, RYAN SMITH, THE ENGINEER, THE ATTORNEY, AND THE SECRETARY.

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

Moment of silence for everybody with COVID-19.

#### CITIZENS PARTICIPATION

No citizens participated in the meeting.

#### APPROVE JUNE MINUTES

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

#### APPROVE JUNE PAID INVOICES

Mr. Thomas made a motion to approve the May paid invoices for the Water Division totaling \$ 67,708.55 and the Sewer Division invoices totaling \$ 59,412.72 and Mr. Fisher second. Vote 4-0. (Reference 2260-A).

#### CURRENT INVOICES

Mr. Thomas made a motion to approve payment of the current Water Division invoices totaling \$ 60,278.43, the Sewer Division invoices totaling \$ 52,285.78 and the Sandy Run invoices totaling \$ 96.20 and Mr. Kavitski second. Vote 4-0. (Reference 2260-B).

#### FINANCIAL STATUS

The Secretary reviewed the Financial Status as outlined in Reference 2260-C.

The USDA RUS Loan did close on July 14 of 2020 in the amount of \$2,747,000. The ESSA Line of Credit was paid in full and the attorneys were paid for their services as approved by Kimberley Loftus of USDA. The remaining funds will be for Hayden Power Group for their remaining work along with the payment for the generator for Well #12, which has not been received yet. Any remaining funds may go toward invoices paid by the Authority that were not submitted to the project.

The Authority is not required to keep one year's payment amount in a separate bank account, but the Authority is planning on establishing an account for maintenance purposes.

#### SEWER DIVISION

See Engineering Report Reference 2260-D.

Items not covered in the engineering report are as follows:

Ms. Albert of Borton Lawson Engineering stated Adam Shefler of the Hayden Power Group will have all red line & as built drawings turned over to her by the end of this month.

Mr. Kavitski will be calling Martin Auman of Keystone Engineering for the SCADA system for electrical monitoring that is not currently in our data records.

Ms. Albert of Borton Lawson stated Well #12 has voltage monitoring put in place yesterday.

Mr. Kavitski stated the Authority, Ms. Albert of Borton Lawson, Mr. Shefler of Hayden and a PPL representative all need to have a sit-down meeting. If this cannot happen, the Authority may have to contact the Public Utility Commission.

Mr. Gettle of Kohl Bros has checked the failed motor and cannot pinpoint the cause.

Mr. Kavitski would like to send the motor to a specialized company, who take apart the entire motor to solve exactly what happened and will supply a report on the root cause of the occurrence.

PADEP Act 537 Special Study – Ms. Albert went over the flow data charts during rainfall events with the Board. The intermunicipal agreement between Foster Township and Freeland Borough on flows will be revisited next month.

The Authority will be preparing a letter to be sent to the Foster Township Supervisors regarding the I & I issue along with their request of the 12% reduction on their sewer bill.

Notice of Violation was sent from DEP regarding failure to submit the SOP for the CSO at the Treatment Plant. The Authority has record of this being received by DEP in March of 2017. The Authority has sent a letter stating this fact and are asking for the violation to be remove from record.

Sludge Press Evaluation – Pilot testing schedule is tentative for week of July 27<sup>th</sup> and week of August 19<sup>th</sup> for the manufacturers. Hayden Power Group needs to install electrical work for the testing of a sludge press. Mr. Kavitski would like to have Hayden install electrical permanently for the future sludge press.

Mr. Thomas needed to leave so the Board went into Executive session at this time to discuss personnel matters.

Board returned from Executive session at 6:53 PM and continued with the meeting.

Mr. Thomas left the meeting at this time.

Mr. Clymer made the motion to accept Hayden Power Group estimate for the permanent electrical 200A feeder for the press building for \$10,394.00 and Mr. Fisher second. Vote 3-0. (Reference 2261-A).

#### WATER DIVISION

Mr. Fisher made the motion to approve Resolution 7 of 2020 – to amend the Articles of Incorporation by extending the existence of the Authority until July 1, 2070 and Mr. Clymer second. Roll Call Vote is as follows: Mr. Kavitski – Yes; Mr. Fisher – Yes and Mr. Clymer – Yes. Vote 3-0. (Reference 2261-B).

Mr. Fisher made the motion to approve the quote from Core & Main for the purchase of a new handheld device and auto gun needed for the billing software and Mr. Kavitski second. Vote 3-0. (Reference 2261-C).

Mr. Fisher made the motion to approve John Gera General Contracting for the installation of fencing along Birkbeck Street and along Front Street and Mr. Clymer second. Confirmation on the fabric material being used and the gauge of the posts first and if comparable Mr. Gera will be awarded the job. Vote-3-0. (Reference 2261-D).

#### BORTON LAWSON INVOICES

Mr. Kavitski made the motion to approve the Borton Lawson invoice #2020-4714-001-0000004 dated June 9, 2020 for \$ 2,170.00 and Borton Lawson invoice #2020-4714-001-0000005 dated July 8, 2020 for \$560.00 and Mr. Fisher second. Vote 3-0. (Reference 2261-E).

#### ATTORNEY REPORT

Attorney Fagan stated the closing on the bond issue went very well.

He also reviewed the contract from Dempsey Union and Linen Supply to figure an amount to submit to Dempsey for contract termination.

#### MANAGER REPORT

Fire call at PGA – concerns on the ownership of the fire protection in the easements. Attorney Fagan will investigate this matter.

Mr. Kavitski did state the Authority is not responsible for private fire protection lines.

Analyzers were put into place by the staff.

Mr. Kavitski made a motion to purchase a spare chemical analyzer from LRM Inc. and Mr. Fisher second. Vote 3-0.

Staff is working on curb boxes that need repairs.

1117 Walnut Street the water line is installed and awaiting their contractor to install sewer lateral and water service line.

Modified the press with repairs that need to be made to the sludge judge immediately.

The sewer staff were informed to tell the Supervisors immediately when something is broken and need of repair.

Roseann Drive – ditch work completed

Freeland Borough received help from Authority employees on crack sealing.

#### OPEN/OTHER ACTIONS

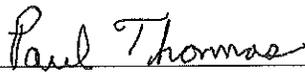
Mr. Fisher made the motion to approve Zola's Plumbing, Heating and Air Conditioning, Inc. for the installation of HVAC work in the server room, back room and back offices and Mr. Clymer second. Vote 3-0. (Reference 2262-A).

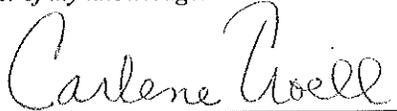
The Board has decided to table the purchase of a new truck at this time. Maybe revisit this when the new models come out later this year.

#### ADJOURN

Mr. Clymer made the motion to adjourn the meeting and Mr. Fisher second. Vote 3-0.

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

  
Paul Thomas, Secretary

  
Carlene Troell, Non-Member Secretary