

THE REGULAR MONTHLY MEETING WAS HELD BY THE VIRTUAL MEETING ZOOM PLATFORM ON WEDNESDAY, MARCH 17, 2021. PRESENT WERE MR. KAVITSKI, MR. THOMAS, MR. TIERNEY II, MR. CLYMER, THE TECHNICAL MANAGER, THE FOREMAN, THE ENGINEER, THE ATTORNEY AND THE SECRETARY.

SALUTE TO THE FLAG AND MOMENT OF SILENCE

For the people still suffering from COVID.

Mr. Kavitski stated Happy St. Patty's Day to Everyone.

WELCOME NEW BOARD MEMBER – TOM TIERNEY II

Mr. Kavitski welcomed Tom Tierney II to the Freeland Municipal Authority Board. Mr. Kavitski was glad to hear Mr. Tierney went for a tour of the facility – water and sewer divisions. Mr. Kavitski also informed Mr. Tierney II, if he has any questions feel free to reach out to him, any Board Member, or any staff member.

Mr. Tierney II stated he was glad to be here and welcomes the opportunity to serve the Board.

CITIZENS PARTICIPATION

No citizens participated in the meeting.

APPROVE FEBRUARY MINUTES

Mr. Thomas made the motion and Mr. Clymer second. Vote 4-0.

APPROVE FEBRUARY PAID INVOICES

Mr. Thomas made a motion to approve the February paid invoices for the Water Division totaling \$ 79,852.76 and the Sewer Division invoices totaling \$ 90,778.02 and Mr. Clymer second. Vote 4-0. (Reference 2294-A).

CURRENT INVOICES

Mr. Clymer made a motion to approve payment of the current Water Division invoices totaling \$ 89,428.52, the Sewer Division invoices totaling \$ 86,236.11, and the Sandy Run invoices totaling \$ 203.10 and Mr. Thomas second. Vote 4-0. (Reference 2294-B).

FINANCIAL STATUS

The Secretary reviewed the Financial Status as outlined in Reference 2294-C.

SEWER DIVISION

Mr. Joshua Fox of HRG, Inc. presented the Engineering Report. (Reference 2294-D).

- Transition from Borton Lawson Engineering to HRG, Inc. is going well. They are obtaining historical files and records from the Authority as well. Thanked the Staff-Carlene, Chuck & Ryan for all the help.
- NPDES Permit will be completed and submitted by Borton Lawson with a copy of submission to HRG.
- Review concept design & construction of clarifier at wastewater treatment plant.
- Reviewed the proposed sites for sampling stations at PGA & Citterio.
- Reviewing the significant industrial user agreements.
- Met with the Authority & Jay Lynch of Meiser & Earl regarding Well 10. Possible new permitting for new pump if testing is successful and permitting is needed.
- Reviewing Upper Lehigh Tank & Water System improvements. Possible full water distribution system model to review pressures, flows, storage, age, and water quality concerns since obtaining the GIS information.

-Prepare a confirmation of assignment to review current water and sewer rates and budgets with long-term capital improvement plans.

-April 26th of 2021, Centrisys Centrifuge, will be here for a demonstration of their sludge press equipment at no cost to the Authority.

Mr. Thomas inquired about possible grant money being available with any COVID funds. Josh Fox informed the Board of Grant opportunities for water & sewer infrastructure through the COVID Relief Fund. Each county will administer their own funds from HRG's Josh Fox understanding. He will follow the program when it gets allocated to the state. The Upper Lehigh water project would be a particularly good project to submit for this grant money. The Authority would need a design and plans to be developed prior to any application being filed.

Mr. Kavitski said HRG will give a scope of work price prior to any work being done on a project. The first scope of work Mr. Kavitski would like to see being done is the Water & Sewer Rate and Budget Review. Mr. Thomas made the motion for approval of work for \$2800.00 and Mr. Tierney II second. Vote 4-0. (Reference 2295-A).

Citterio & PGA Sample Fees & Waste Surcharges – Mr. Anthony has not done any of the required sampling since he went into business. The Board all agreed, if the PGA current bill is not paid entirely every month, the Authority will terminate water service. Attorney Fagan stated the Authority will notify Mr. Anthony about the requirement of paying bill in full or risk water termination. Citterio does pay their bills efficiently including the waste surcharge fee.

PGA and Citterio must also complete their annual certification test of the back flow prevention. A letter will be sent to both companies requesting this information or risk termination of their water service.

WATER DIVISION

Mr. Thomas made the motion to accept Cavanaugh Electrical Contracting Inc., quote for \$ 6,751.00 to install the MegAlerts at 7 locations and Mr. Kavitski second. Vote 4-0. (Reference 2295-B).

Hayden Electric came back to correct the relays that were installed at the Well Houses. Well 10 motor burnt out and the cause was overloads that were not set properly. Hayden admitted this at the 11-Month Inspection meeting held February 12th of 2021. The Authority is waiting for an invoice from Kohl Bros. The invoice amount will be subtracted from the last remaining funds that is owed to Hayden Electric for the Birkbeck Street/Well Upgrade Project. Attorney Fagan did state the Authority can deduct the Kohl Bros invoice from Hayden's final payment and he will write a letter to Hayden.

Mr. Clymer made the motion to deduct the Kohl Bros. invoice from final payment to Hayden and Mr. Kavitski second. Vote 4-0. (Reference 2295-C).

The Authority is waiting on modules from Modern Power Group for the generators. They are plug and play, which will be installed in house. After installation, Martin Auman of Keystone Engineering will set up the programming.

Well 10 – Jay Lynch of Meiser & Earl Inc., will pull well, camera it, and determine how to get it back to a quality producing well. This well used to produce 300 gpm, which it is down to 85 gpm. Kohl Bros., Meiser & Earl and HRG, Inc. will all work together on this project with possible third party to pull out rock or something that is causing decrease of gpm pumped. Mr. Thomas made the motion to approve the work and Mr. Tierney II second. Vote 4-0.

Keystone Engineering Training Proposal – A valuable asset for in-house training on the RTU's, that are in the Well Houses, for the employees. The employees would also gain an understanding of all the sensors, the software and how it all communicates together. Mr. Thomas made the motion to approve the quote for \$16,160 and Mr. Clymer second. Vote 4-0. (Reference 2295-D).

ATTORNEY REPORT

Attorney Fagan informed the Board about Foster Township properties which have floor drains, sump pumps or roof laterals/drains attached to the sewer lateral. If Authority employees need to change water meters at Foster Township properties and discover any of said items, the Authority needs to go to Foster

Township for enforcement. The Authority does have the right to re-inspect the property once the issue is corrected.

MANAGER REPORT

Tri-Chlorine is becoming hard to find – Plant burnt. Considering another chemical, Sodium Hypo, which would require a pump & tank. It may be cheaper in the long term. Awaiting bids on the Sodium Hypo. Hydrant at PGA was broken during snowplowing – Authority was not informed. This was found during the flushing last week.

Well information books are complete. A thank you to Ryan Smith for completing this task.

Final VFD bypass overloads were installed.

Kitchenette area finished at sewer plant.

F-150 truck taken out of service and plans to put on MunicBid, waiting on approval of the registration process.

OPEN/OTHER ACTIONS

Mr. Thomas made the motion to approve the annual phone software coverage for the Guyette Communications for \$ 425.00 and Mr. Kavitski second. Vote 4-0. (Reference 2296-A).

Delinquent bills are not being paid down by customers. The Authority Office Staff will develop a letter for customers to reach out to the Authority for possible payment plan. The payment plan will consist of a certain amount for billing in the arrears plus current bill. The Authority will try this prior to sending out shut off notices. The Authority will continue to place municipal liens on properties even if payment plan is agreed upon. The Board were all in agreement for trying payment plans.

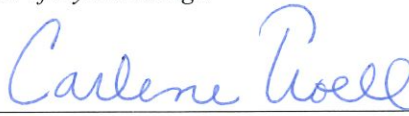
Emex, LLC, an electricity contractor was discussed to see if they can obtain a lower rate for our electric bills at the end of our current contract. The company will look at the electric bills and project what they can save the Authority. The Board agreed to see if they can save the Authority any money.

ADJOURN

Mr. Clymer 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