

THE REORGANIZATION MEETING WAS HELD ON JANUARY 18, 2022, PRIOR TO THE REGULAR MONTHLY MEETING. PRESENT WERE MR. KAVITSKI, MR. FISHER, MR. THOMAS, MR. TIERNEY, MR. CLYMER, JR., RYAN SMITH, THE ENGINEER, THE SOLICITOR AND THE SECRETARY.

#### REORGANIZATION

Atty. Fagan convened the reorganization meeting for calendar year 2022 to order.

Mr. Thomas nominated David Kavitski as Chairman; Mr. Tierney second. Vote 5-0. None opposed.

Mr. Tierney nominated James Fisher as Vice-Chairman; Mr. Thomas second. Vote 5-0. None opposed

Mr. Tierney nominated Paul Thomas as Secretary/Treasurer; Mr. Clymer second. Vote 5-0. None opposed.

Mr. Thomas nominated Thomas Tierney as Treasurer; Mr. Kavitski second. Vote 5-0. None opposed.

Mr. Thomas nominated Raymond E. Clymer, Jr. as Assistant Secretary/Treasurer, Mr. Kavitski second. Vote 5-0. None opposed.

At this time, Atty. Fagan turned the meeting over to Mr. Kavitski, who asked for a motion to retain the following:

Attorney Peter J. Fagan	Solicitor
Mr. Kavitski made the motion and Mr. Fisher second. Vote 5-0.	

Herbert, Rowland & Grubic, Inc. (HRG, Inc.)	Consulting Engineer
Mr. Thomas made the motion and Mr. Tierney second. Vote 5-0.	

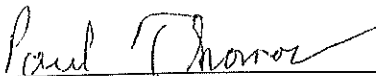
Meiser & Earl, Inc.	Hydrogeologists
Mr. Kavitski made the motion and Mr. Tierney second. Vote 5-0.	


Snyder & Clemente	Accountant
Mr. Thomas made the motion and Mr. Clymer second. Vote 5-0.	

Community Bank, N.A., ESSA Bank and First National Bank	Depositories
Mr. Tierney made the motion and Mr. Kavitski second. Vote 5-0.	

Carlene Troell	Non-Member Secretary
Mr. Thomas made the motion and Mr. Kavitski second. Vote 5-0.	

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

  
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Paul Thomas, Secretary

  
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Carlene Troell, Non-Member Secretary

## REORGANIZATION 2022


## Board Members:

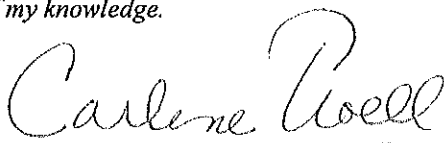
David Kavitski	Chairman
James Fisher	Vice-Chairman
Paul Thomas	Secretary
Thomas Tierney II	Treasurer
Raymond E. Clymer, Jr.	Assistant Secretary/Treasurer

## Retain the Following:

Peter Fagan	Solicitor
Herbert, Rowland & Grubic, Inc. (HRG, Inc.)	Engineer
Meiser & Earl, Inc.	Hydrogeologists
Snyder & Clemente	Accountant
Community Bank, n.a. & ESSA Bank and First National Bank	Depositories
Carlene Troell	Non-Member Secretary

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

  
Paul Thomas, Secretary

  
Carlene Troell, Non-Member Secretary

THE REGULAR MONTHLY MEETING WAS HELD BY THE VIRTUAL MEETING ZOOM PLATFORM AND IN PERSON ON TUESDAY, JANUARY 18, 2022, 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

A moment of silence for the ongoing COVID problems.

#### CITIZENS PARTICIPATION

No citizens were present.

#### APPROVE DECEMBER MINUTES

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

#### APPROVE DECEMBER PAID INVOICES

Mr. Thomas made a motion to approve the December paid invoices for the Water Division totaling \$140,585.02 and the Sewer Division invoices totaling \$144,666.46 and Mr. Tierney second. Vote 5-0. (Reference 2341-A).

#### CURRENT INVOICES

Mr. Tierney made a motion to approve payment of the current Water Division invoices totaling \$134,005.40 including Button Oil Company, the Sewer Division invoices totaling \$114,133.27, and the Sandy Run invoices totaling \$314.76, and Mr. Clymer second. Vote 5-0. (Reference 2341-B).

#### FINANCIAL STATUS

The Secretary reviewed the Financial Status as outlined in Reference 2341-C.

#### SEWER DIVISION

Mr. Josh Fox of HRG, Inc. presented the Engineering Report. (Reference 2341-D). Mr. Fox stated HRG is looking forward to getting a lot of things done. Capital Improvement Plan will help with how to attack 2022 and the ability to make some differences.

#### Sewer Area

-SIUA and sampling stations have been focusing on this with special counsel and getting everyone updated. Weekly Zoom calls with Chris Ferdik, Atty. Nick Haros, Atty. Fagan, and Ryan Smith concerning Sewer Ordinances and the Pretreatment Program. Local limits were submitted to the EPA with the final submission in February or March.

-Additional testing for Total Zinc, Total Cadmium and Free Cyanide for the NPDES Permit Renewal Application. HRG suggests having a meeting with FMA, PADEP, and HRG to discuss the proposed WQBELs. This is contingent upon EPA Region 3 approving FMA's proposed Local Limits/Headworks Analysis.

-WWTP Final Clarifier Distribution Box – The project is ready to proceed to bidding or to construction through execution of a COSTARS agreement for the installation services. If bid through COSTARS with Kappe Associates Inc., HRG has never done a construction bid like this through COSTARS. This is not bonded work; no performance bond is completed or no certificate of insurance either. HRG, Inc., does not recommend the project to be completed this way and Attorney Fagan agreed. Mr. Kavitski was not in favor of this way – the traditional way is more expensive but covered with less risk.

After discussion, Mr. Thomas made the motion for the construction of the Clarifier Distribution Box to be placed on PennBid and Mr. Tierney second. Vote 5-0.

-Sludge Dewatering Pilot Assistance – HRG & FMA staff met with Jim Thorpe WWTP and observed the Schwing Bioset in operation. FMA staff pleased with the system and would approve of proceeding with a similar design at the FMA WWTP.

Mr. Tierney made the motion to approve the Preliminary Design & Permitting Phase 2 of the Sludge Dewatering Upgrade Project for cost not to exceed \$30,700.00 with completion in 60 days and Mr. Thomas second. Vote 5-0. (Reference 2342-A).

-Headworks Evaluation – Mr. Tierney made the motion to approve Phase 1 Evaluation for cost not to exceed \$7100.00 and Mr. Fisher second. Vote 5-0. (Reference 2342-B).

Ryan Smith recommended to the Board; he would like to look at a Grit Removal System as well.

-Update Sewer Rules & Regulations – Mr. Tierney made the motion to approve the quote for basic services only with a cost of \$5100.00 and Mr. Kavitski second. Vote 5-0. (Reference 2342-C).

VFD drives for the sludge press – no spares are at the WWTP Ryan Smith is requesting permission to purchase 1 Mitsubishi for \$1,131.75 and 1 Mitsubishi for \$556.37 through Galco Industrial Electronics Mr. Thomas made the motion for approval and Mr. Tierney second. Vote 5-0. (Reference 2342-D).

Netzsch Pump Spare Parts – Mr. Kavitski recommends purchasing spare parts from Iron Horse Environmental at the cost of \$4,025.70, Mr. Fisher made the motion for the approval of the purchase and Mr. Tierney second. Vote 5-0. (Reference 2342-E).

Mr. Kavitski suggests calling Netzsch about the startup of the pump at the WWTP; it has sluggish startup after a weekend. John Yefchak stated the manufacturer recommends the pump be cleaned daily. Possible flush prior to the unit may help this situation.

Foster & Butler Townships Bill by Volume – Calculation of Surcharge for exceeding allocated capacity was developed by HRG, Inc., Foster Township has an allocated capacity of 390,000 gallons per day. Manhole 107 is located above the Wyoming St PS discharge from Citterio and Foster Township. FMA will charge Foster Township per EDU every month and if over allocated capacity they will be billed for volume overage surcharge. Mr. Tierney made motion to approve billing by volume quarterly when over the allocated capacity and Mr. Kavitski second. Vote 4-1 with Mr. Clymer against. Mr. Clymer stated FMA should meet with Foster prior to implementing.

Foster Township Sewer Rates – FMA is looking into raising the Foster Township sewer rate. FMA has decided to table until meeting with Foster Township Supervisors. Attorney Fagan stated Foster Township sewer rate is supposed to be \$3.00 less than the Freeland Borough sewer rate according to the Intermunicipal Agreement.

#### **Water Area**

-Upper Lehigh Tank/Water System Improvements & Modeling – Working on Phase 3 now with final evaluation for February meeting providing no unforeseen circumstances.

#### **WATER DIVISION**

PGA, Inc. has been sent a letter via email by Attorney Greg Malaska to PGA Attorney Peter O'Donnell regarding making a payment. If payment is not received by January 21<sup>st</sup> of 2022 water will be terminated on Monday January 24<sup>th</sup> of 2022. The Board Members were all in agreement for termination of service if date is not met.

#### **MANAGERS REPORT**

Ryan Smith presented the Technical Manager Report. (Reference 2342-F).

Not in the report was a dirty water complaint from 66 Terrace Road. Employees wanted to go to the address to flush the service line, but the customer was not cooperative. Mr. Kavitski did suggest if and when we get into the home to take water samples for pH and orthophosphate.

Ryan Smith would like to schedule a Spring Flush of the Hydrants as soon as the weather breaks.

Mr. Thomas inquired about the Swift Reach Call Out system. He asked if another phone number can be added to one address and the answer is yes. The Secretary was given a mobile number to add to the account so Mrs. Thomas will also receive the callout messages.

Mr. Fisher asked the Secretary to check on 1158 Walnut St to be sure a phone number is listed for this address.

Upper Lehigh Water Tank has ice buildup. Ryan Smith will have employees drain the tank below the leak and change the set points in SCADA, so it will stay in service.

Mr. Fisher made the motion to approve the truck mounted salt spreader from TEAM Supply for \$1998.00 and Mr. Tierney second.. Vote 5-0.

Ryan Smith informed the Board he is working on a rotation schedule for cross training of Ryan Gerlach and James Wolfe for 1 to 2 weeks or possibly one month at the WWTP. This will help the other employee at the wastewater plant. Eventually, Ryan Smith would like to see one call out phone only and whomever is on call would do the rounds at both divisions on their weekend rotation in the future.

#### ENGINEERING INVOICES

Mr. Tierney made the motion to approve the following invoices from HRG, Inc., Invoice #156943 \$9,902.00 and Invoice #156944 \$604.00 and Mr. Thomas second. Vote 5-0. (References 2343-A).

#### ATTORNEY REPORT

Attorney Fagan stated there is a conference call with Judge Hughes on January 28, 2022, for the attorneys only. Possible decision of when the trial will be scheduled.

Attorney Fagan also informed the Board Members Attorney Greg Malaska sent a letter to Attorney Peter O'Donnell about a settlement with PGA, with no monies being offered.

#### OPEN/OTHER ACTIONS

There was a decision regarding COVID sick leave. The Board Members were all in agreement to pay the employees when they have proof of a positive COVID test.

Mr. Fisher suggested going to Freeland Borough Council for COVID relief money.

Mr. Tierney made the motion to approve the purchase of the 1-year warranty for the server from Lynx Computer at the cost of \$1,369.00 and Mr. Kavitski second. Vote 5-0. (Reference 2343-B).

Mr. Fisher made the motion to approve the purchase of four computers with installation services at the cost of \$6,944.00 from Lynx Computer, which was included in the 2022 Budget, and Mr. Tierney second. Vote 5-0. (Reference 2343-C).

Mr. Kavitski stated one quote for the purchase of mini split systems in the office and conference room areas was over bidding thresholds so this will need to be formally bid.


Mr. Tierney made the motion to accept the resignation of Charles Madison and Mr. Thomas second. Vote 5-0. (Reference 2343-D).

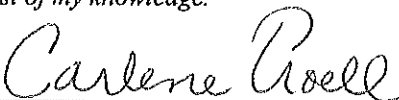
Mr. Thomas made the motion to accept the resignation of Daniel Murphy and Mr. Fisher second. Vote 5-0. (Reference 2343-E).

#### ADJOURN

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